

NOTICE OF VACANCY

The National Empowerment Foundation (NEF) is looking for qualified, experienced and dedicated persons who wish to be considered for employment on a contract basis for the post of:

IT Officer/Systems Administrator

Qualifications:

A. Candidates should:

- (i) possess a Degree in Computer Science or Information Technology or Computer Engineering or Information System;
OR
an equivalent qualification acceptable to the Board of the National Empowerment Foundation (NEF);
AND
- (ii) reckon at least two years' experience in the field of Information Technology.

B. Candidates should also:

- i. possess good interpersonal, communication, analytical and report writing skills;
- ii. possess strong leadership and problem – solving skills;
- iii. be conversant with cloud computing environment; relational databases, SQL and XML; and
- iv. be able to work in a team and to meet tight deadlines.

The onus is on the candidates to produce the equivalence for the required qualifications.

Salary scale:

Rs 25525 x 775 – 32500 x 925 – 37125 x 1225–40800 x 1525– 49950 x 1625–56450 (NEF 15)

Main Responsibilities and Duties

Prospective candidates are requested to visit the NEF website <http://www.nef.mu> to take cognizance of the desired profiles, main responsibilities and duties of the above post.

General Terms of Employment

- i. Employment of the selected candidates will be on a contract basis.
- ii. Candidates must be prepared to operate independently, work under pressure and outside normal office hours, including Sundays and Public Holidays.

Mode of Application

- All applications should be made on the prescribed form and accompanied by copies of relevant educational/professional certificates and evidence of work experience.
- Application forms may be downloaded from our website <http://www.nef.mu> or obtained at the Reception Counter of the NEF, 8th Floor, Garden Tower, La Poudrière Street, Port Louis, between 0900 Hours and 1600 Hours on weekdays.
- “**IT Officer/Systems Administrator**” should be clearly marked on the top left-hand corner of the envelope.

All applications should be sent by registered post to the Chief Executive Officer, National Empowerment Foundation, 7th Floor Garden Tower, La Poudrière Street, Port Louis, at latest by Tuesday 30 March 2021, at 1500 Hours.

- Notes:**
- (i) Late applications and applications not made on prescribed form will not be considered.
 - (ii) Only the best qualified candidates will be convened for interview.
 - (iii) The NEF reserves the right not to fill any vacancies as a result of this advertisement.

Date: 28 February 2021