

**MINISTRY OF EDUCATION AND HUMAN RESOURCES
TERTIARY EDUCATION AND SCIENTIFIC RESEARCH**

CIRCULAR LETTER NO. 07 OF 2019

EST 2/151/1/XIV

29 January 2019

From: Senior Chief Executive, Ministry of Education and Human Resources, Tertiary Education and Scientific Research

**To: Director, Educational Zones 1-4
Head of Primary Schools (Government and Aided)
Officer in Charge - Specialised Education Needs,
Resource Development Centres**

Subject: Posting of ICT Support Officer to Agalega

Applications are invited from ICT Support Officers, who wish to be considered for posting to Agalega Primary Schools on a tour of service for the year 2019 for the teaching of ICT.

2. In addition to his duties of ICT Support Officer, the selected candidate will form part of the PTA Executive Committee and will hold office as Vice-President, Secretary, Treasurer or Auditor of the Committee. He will have to attend to PTA meetings after school hours or during weekends. The selected candidate will also help in the organisation of various activities such as film projections, sports, music, running of library, etc. and is expected to work beyond normal working hours and will be required to participate in the implementation of the ZEP Programme.

3. The selected candidate will be entitled to:

- (i) one free passage (by sea) for himself, his spouse and up to three dependent children below the age of 21, subject to availability of quarters in Agalega;
- (ii) a monthly disturbance allowance at the rate of 60% of his gross salary. The monthly allowance payable will be pro-rated with respect to the duration of his stay in Agalega;
- (iii) earn vacation leave at the rate of 50% more than what he is eligible for in respect of his period of service in Agalega and which he is allowed to accumulate over and above his normal maximum entitlement;
- (iv) a monthly "Zone d'Education Prioritaire" (ZEP) allowance at approved rate; and
- (v) pensionable service at the rate of two times for any period during which he is requested to serve in Agalega.

4. However, the selected candidate may be recalled before completion of his tour of service in the event of incompetence, misconduct or insubordination or on administrative grounds.

5. Interested candidates are requested to fill in the application form as per the enclosed **proforma**, which should be submitted by **registered post**, through the Head Master or Head of School, Division/Section to the following address;

**The Senior Chief Executive
Human Resource Primary Section
Ministry of Education and Human Resources, Tertiary Education and Scientific
Research
Room 2.60, 2nd Floor, MITD House
Phoenix**

6. Envelopes should be clearly marked on the top left hand corner **“Posting of ICT Support Officer to Agalega”** and should reach this Ministry **not later than 16 00 hrs on 18 February 2019.**

7. **IMPORTANT**

- (a) Heads of Schools are hereby requested to ensure that a copy of this Circular is brought, **immediately on its receipt**, to the attention of all ICT Support Officers, **including those who are on leave.** ICT Support Officers should acknowledge receipt of the circular as per enclosed format which should be returned to this Office by **22 February 2019 at latest.**
- (b) by copy of this Circular Letter, the Director, Mauritius Institute of Education, is kindly requested to bring the contents thereof to the attention of all ICT Support Officers posted to the MIE.

V. Napaul (Mrs)
for Senior Chief Executive

*Copy to: Chief Technical Officer
Director, MIE
Ag Assistant Director (Primary)
Manager, Human Resource, Zone 1, 2 and 4
Assistant, Manager Human Resource, Zone 3*