



## **OFFICE OF THE PRESIDENT**

### **Vacancy for Post of Assistant Chef (on roster)**

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Chef (Roster) in the Office of the President.

#### **II. AGE LIMIT**

Candidates, unless already in the Service, should not have reached their 40<sup>th</sup> birthday by the closing date for the submission of applications.

#### **III. QUALIFICATIONS**

Candidates should possess –

- A. A Cambridge School Certificate or Passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.
  
- B. The National Certificate Level 3 in Food Production awarded by the Mauritius Institute of Training and Development.

OR

Equivalent qualifications to A and B above acceptable to the Public Service Commission.

C. Candidates should-

- (i) reckon at least two years’ experience as Cook in the hospitality industry; and
- (ii) be computer literate.

Candidates should produce written evidence of experience/ knowledge claimed.

#### **IV. DUTIES AND SALARY**

1. To assist the Chef in the performance of his duties and for the proper running of the kitchen of the State House.
2. To prepare and cook food for meals and functions at the State House, including pastries and snacks.
3. To produce dishes/pastries from local and international cuisines.
4. To maintain a high standard of hygiene in the preparation, cooking and distribution processes.
5. To ensure that all kitchen areas are kept neat and tidy at all times.
6. To maintain the kitchen equipment and utensils in a clean and hygienic condition.
7. To replace the Chef, as and when required.
8. To use ICT in the performance of his duties.
9. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Assistant Chef (on Roster) in the roles ascribed to him.

#### **Note:**

The Assistant Chef (on roster) will be required to work on a roster basis, including Saturdays, Sundays and Public Holidays.

The permanent and pensionable post carries salary in scale Rs 15,750 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 34350 a month plus salary compensation at approved rates.

*Appointment in a temporary capacity in the grade carries a flat salary of Rs 15,750 a month plus salary compensation at the approved rate.*

## V. MODE OF APPLICATION

- (i) Qualified candidates should submit their application on the prescribed form which may be obtained from the Office of the President, State House, Le Réduit, or which may be downloaded from the Website of the Office of the President at <http://president.govmu.org>

The envelope should be clearly marked on the top left-hand corner:-

**“Assistant Chef (on roster)-Office of the President”**

- (ii) The completed form should contain full details regarding the applicant’s previous experience, qualifications, and any other factors which would qualify him/her to carry out the duties of the post. The originals of birth, education/ professional certificates should **not** be submitted with applications but applicants should produce these if and when called upon to do so.

## VI. CLOSING DATE OF APPLICATION

Applications should reach the Secretary to the President, Office of the President, State House, Le Réduit, **not later than 3.30 p.m. on Sunday 12 November 2017.**

### **IMPORTANT:**

Qualifications obtained **after** the closing date mentioned at Paragraph VI above will **not** be accepted. The onus for the prompt submission of applications so that they reach the Secretary to the President, Office of the President, in time lies solely on the applicant.

**23 October 2017**

*Office of the President  
State House  
Le Réduit*