

# MAHATMA GANDHI INSTITUTE

## VACANCIES

Applications are invited from suitably qualified candidates who wish to be considered for the following posts :

1. ASSISTANT LECTURER/LECTURER
  - (i) Urdu
  - (ii) Tabla
2. INTERNAL AUDITOR
3. MAINTENANCE OFFICER

1. POST : ASSISTANT LECTURER/LECTURER
  - (i) Urdu
  - (ii) Tabla

- QUALIFICATIONS:**
- A. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”.
  - B. A degree in the relevant field from a recognised institution.
  - C. A master’s degree in the relevant field from a recognised institution

OR

Equivalent qualifications to A, B and C above acceptable to the Council

- D. Candidates should be computer literate

Experience in teaching and research is desirable.

### Note

Qualification at A above should have been obtained prior to qualification at B above and at Qualification at B above should have been obtained prior to Qualification at C above. However,

candidates who as at 30 June 2008, did not possess the qualifications at A above but who possess the qualifications at B and C above will also be considered provided they hold

- (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 or an equivalent qualification acceptable to the Council; and
- (b) a PhD or a second Master’s Degree or a postgraduate diploma from a recognised institution or an equivalent qualification acceptable to the Council.

Qualification at (a) under “Note” should have been obtained prior to Qualifications at B and C above and at (b) under “Note”.

Candidates should produce written evidence of knowledge/experience claimed.

**Note**

In scarcity areas or where the Mahatma Gandhi Institute faces difficulties to recruit Assistant Lecturers/Lecturers, consideration may be given to candidates who possess the qualification at B above.

**SALARY SCALE** : Rs 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 45,000 monthly, plus salary compensation at the approved rates.

**2. POST** : **INTERNAL AUDITOR**

**QUALIFICATIONS** : A. A pass at the final examinations required for admission to membership of one of the following United Kingdom Bodies:

- (a) The Chartered Association of Certified Accountants;
- (b) The Institute of Chartered Accountants of England and Wales;
- (c) The Institute of Chartered Accountants of Scotland;
- (d) The Institute of Chartered Accountants of Ireland;
- (e) The Chartered Institute of Management Accountants; and
- (f) The Chartered Institute of Public Finance and Accounting.

**OR**

An equivalent professional Accountancy qualification acceptable to the Council.

- B. At least four years' experience in auditing and/or accounting duties in the Public Sector.

Candidates should produce written evidence of any experience claimed.

**SALARY** : Rs 21,400 x 600 – 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 40,000 plus salary compensation at the approved rates.

**3. POST** : **MAINTENANCE OFFICER**

**QUALIFICATIONS** : (i) (a) Cambridge School Certificate with credit in at least five subjects including English Language\*, French and Mathematics obtained at not more than two sittings.

**OR**

(b) Passes not below Grade C in at least five subjects including English Language\*, French and Mathematics obtained at not more than two sittings at the General Certificate of Education 'Ordinary Level' provided that at one of the sittings passes have been obtained 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;

(c) An equivalent qualification acceptable to the Council.

(ii) Diploma in Building & Civil Engineering or alternative.

Experience in building construction will be an advantage.

**NOTE\***

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at "*Principal Level*" and one subject at "*Subsidiary Level*" as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

**SALARY SCALE** : Rs 14,200 x 400 – 15,000 x 500 – 16,000 x 600 – 23,200 x 800 – 28,000 x 1,000 – 29,000 monthly, plus salary compensation at the approved rates.

**AGE LIMIT**  
**(For Posts 2 & 3)**

: Candidates, unless employed in the Government Service or in Parastatal Organisations, should not have reached their 40<sup>th</sup> birthday by the closing date for the submission of applications.

**MODE OF APPLICATION :**

Application forms for the posts are available at the Reception Counters of the Mahatma Gandhi Institute, Moka and the Rabindranath Tagore Institute, Ilot, Pamplémousses. The form can also be downloaded from the MGI Website : <http://www.mgirti.org>

Applications should be made on the prescribed forms and returned, duly filled in, together with curriculum vitae and photocopies of birth, marriage (*where applicable*), morality and educational certificates (*including transcripts/mark sheets of undergraduate and post-graduate qualifications*), and evidence of experience claimed, so as to reach the Director (MGI) & Officer-in-Charge (MGI & RTI), Mahatma Gandhi Institute, Moka, ***not later than 3.30 p.m. on Thursday 09 February 2012.***

**Incomplete and/or inaccurate application forms or applications not made on the prescribed forms will not be considered.**

The post applied for should be clearly marked on the top left-hand corner of the envelope.

**The Mahatma Gandhi Institute reserves the right to call only the best qualified candidates for interview and not to fill the vacancy following this advertisement.**

Date : 20 January 2012

Moka  
Tel No : 403 2000

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