

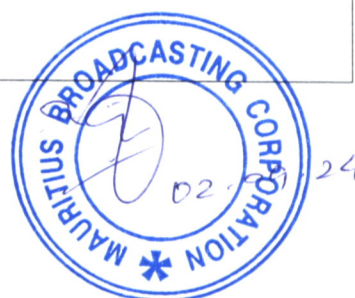


MAURITIUS BROADCASTING CORPORATION

VACANCIES – OPEN ADVERTISEMENT

The Mauritius Broadcasting Corporation (MBC) is inviting applications from suitably qualified candidates for the following posts:

S/N	POSTS
1.	<p><u>Cameraman/Senior Cameraman (Roster)</u></p> <p><u>Salary (MBC 17) – PRB 2021:</u> Rs 20500 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 39350</p> <p><u>Qualifications:</u></p> <p>Appointment to be made by selection among candidates possessing:</p> <ul style="list-style-type: none">A. possess a Cambridge Higher School Certificate <u>or</u> Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level” <u>or</u> an equivalent qualification acceptable to the Board of the Mauritius Broadcasting Corporation;B. possess a Certificate in Photography / Film making from a recognized institution acceptable to the Board of the Mauritius Broadcasting Corporation; andC. computer literate. <p><u>Duties:</u></p> <ul style="list-style-type: none">1. To work with digital, electronic and film cameras in multi and single camera operational conditions to produce films, commercials and other audiovisual materials by combining the use of complex technology with creative visual skills.2. To assist<ul style="list-style-type: none">(i) in editing, post production of programmes and news items; and(ii) technician for set up and installation of Jimmy Jib system.3. To perform the following duties; as and when required<ul style="list-style-type: none">(ii) to perform sound balancing for programmes and sound recording;(iii) to perform lighting duties; and(iii) to perform on camera live.



4. To ensure proper operations of the production on the stage during a live/recording programmes in and outside the studio.
5. To coordinate with the Technical Producer/Senior Technical Producer (Roster), Production Assistant/Senior Production Assistant (Roster), Sound Technician/Senior Sound Technician (Roster), News Editor/Senior News Editor and the guests participating in the programmes.
6. To take charge and maintain audiovisual and editing equipment.
7. To operate drones as and when required.
8. To operate Gimbal system with DSLR Camera for production of contents.
9. To use ICT in the performance of his duties.
10. To perform such other duties directly related to the main duties listed above or a related to the delivery of the output and results expected from the Cameraman / Senior Cameraman (Roster) in the roles ascribed to him.

Note :

The Cameraman/ Senior Cameraman (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



2.

Carpenter (Decors) (Roster)

Salary PRB 2021 (MBC 7): Rs 16005 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 29050

Qualifications:

A. Certificate of Primary Education

B. **Either**

Certificate in Carpentry from a recognised technical institution

Or

C. Proven experience in Carpentry

Duties:

1. To carry out carpentry works.
2. To fix scenery boards/decors.
3. 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 Carpenter (Decors)(Roster) in the roles ascribed to him.

Note

The Carpenter(Decors) (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



3. Electrician (Shift)

Salary PRB 2021 (MBC 8): Rs 16525 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 – 21475x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 – 30700

Qualifications:

- A. Certificate of Primary Education.
- B. National Trade Certificate (Level 3) in Electrical Installation Works (Single and 3 phase) issued by the Mauritius Examinations Syndicate and the Industrial and Vocational Training Board or an equivalent qualification acceptable to the Board;
- C. At least one year's experience in electrical wiring; and
- D. Knowledge of First Aid.

Note

Consideration will also be given to employees who have been giving assistance in the duties of Electrician (Shift) for a period of at least one year and who do not possess the qualification at 'B' above, provided they have passed the appropriate trade test.

Candidates should produce written evidence of knowledge claimed.

Duties:

1. To carry out complete power and lighting installations in buildings and OB sites according to Institute of Electrical Engineers regulations currently in force or Mauritius standards, as applicable, including central UPS power distribution.
2. To perform maintenance work on all types of electrical power and lighting installations including fire alarm system, call system, trunking system, circuit breakers, switching equipment, electrical motors, power generators, CCTV system, etc., and on electrical equipment.
3. To operate lighting console and perform installation of lighting grid in studios.
4. To log and report deficiencies and take corrective action to ensure safety, reliability and smooth running of the TV and Radio transmission.
5. To interpret wiring diagrams/instructions and carry out work according to such diagrams/instructions.
6. To maintain services in MBC buildings and carry out periodic tests on electrical installations and equipment and take necessary precautions to ensure that electrical installations and equipment are safe.



7. To operate lifts manually, where applicable.

8. To use properly and take care of all instruments, tools and materials in use in the trade.

9. To remove and return materials from stores, using correct established procedures and to carry out such other tasks as necessary in the course of normal duties, e.g. carrying tools and materials.

10. To keep records of work performed.

11. To attend to breakdowns and emergencies promptly as and when required.

12. To administer First Aid treatment in case of electric shock, whenever Required

13. 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 Electrician (Shift) in the roles ascribed to him.

Note

The Electrician (Shift) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



4. Internal Audit Officer

Salary PRB 2021 (MBC 24): Rs 24475 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 – 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675

- Qualifications:**
- | | |
|-----|--|
| A. | Either: |
| (a) | 1. ACCA Level Two or an equivalent qualification
2. Experience in Finance or auditing duties. |
| | Or |
| (b) | 1. A Diploma in Electronic Engineering.
2. At least two years' relevant experience. |
| B. | Ability to work on assignments within deadlines and ability to deal with sensitive and confidential information. |
| C. | Good knowledge of established policies, procedures and statutory requirements. |

Candidates should produce written evidence of knowledge/ experience claimed.

Duties:

1. To assist the Internal Auditor in evaluation controls relevant to risks, developing priorities and recommending procedures which will ensure adequate internal control as well as rational utilisation of equipment.
2. To carry out stock audit.
3. To review the adequacy of systems and procedures established by Management to safeguard assets.
4. To ascertain the extent of compliance with established policies, procedures and statutory requirements.
5. To make use of information technology in the performance of his duties.
6. To lead and guide subordinate staff.
7. 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 Internal Audit Officer in the roles ascribed to him.

Note:

The Internal Audit Officer should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



5.

Lighting Technician/Senior Lighting Technician (Roster)

Salary PRB 2021 (MBC 16): Rs 18100 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 39350

Qualifications:

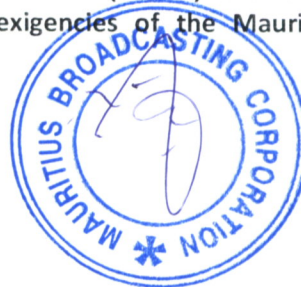
- A. (i) Higher School Certificate with passes in at least two subjects at Principal Level including Mathematics and Chemistry or an equivalent qualification.
(ii) Certificate in Lighting/Film making.
- B. (i) Ability to provide quality lighting for broadcasting purposes;
(ii) Good mastery of lighting equipment; and
(iii) Manual dexterity in setting up, operating and maintaining broadcast equipments to regulate the signal strength, clarity and the range of colours on television.

Duties:

1. To perform lighting for programmes, Electronic News Gatherings (ENGs), Electronic Film Productions (EFPs) and Outside Broadcasts (OBs).
2. To coordinate with other Departments/ Divisions to ensure proper lighting in news broadcasts, productions and programmes.
3. To assist the Principal Lighting Technician in ensuring efficient and effective lighting for broadcasting purposes and programmes.
4. To guide and counsel subordinate staff.
5. 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 Lighting Technician/ Senior Lighting Technician (Roster) in the roles ascribed to him.

Note

The Lighting Technician/ Senior Lighting Technician (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



6.

Maintenance Assistant

Salary PRB 2021 (MBC 5): Rs 15745 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 28225

Qualifications:

Appointment thereto should be made by selection from candidates possessing the National Trade Certificate (Level 3) in Maintenance Work.

For the first intake, posts in the grade should be filled by appointment of serving officers who have been performing maintenance duties and reckon wide experience in the field.

Duties:

Among others:

1. To perform maintenance and repairs tasks, such as broken windows and door locks.
2. To assist in carpentry, electrical, plumbing and general building/ facility maintenance.
3. To move furniture and equipment as and when required.
4. To carry out periodic inspection inside and outside MBC premises for the lookout for possible problems/ with the building such as repair needs/ renovation work.
5. 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 Maintenance Assistant, in the roles ascribed to him.

Note:

The Maintenance Assistant should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation



7.

Make Up Officer (Roster)

Salary PRB 2021 (MBC 10): Rs 16525 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 34825

Qualifications:

- A. (i) An acceptable level of secondary education preferably up to Cambridge School Certificate.
(ii) A Certificate or professional qualification in the relevant field.
(iii) At least three years' relevant work experience.
- OR
- B. (i) An acceptable level of secondary education preferably up to Cambridge School Certificate.
ii) At least five years' relevant work experience.
- C. High artistic and creative skills and excellent interpersonal and communication skills.
- D. Up to-date knowledge of fashion trends and ability to translate artistic vision effectively to various types of people.
- E. Ability to perform under pressure and work on minute details.

Candidates should produce written evidence of knowledge/experience claimed.

Duties:

- 1. To assist TV announcers, artists, News Editors and other persons appearing on the screen in their make-up and to attend to their hairstyle, clothing and general appearance.
- 2. To advise on the quality of make-up material to be purchased.
- 3. To conduct research so as to keep up to date with latest trends in make-up, styles and fashion.
- 4. To perform such other duties directly to the main duties listed above or related to the delivery of the output and results expected from the Make-up Officer (Roster) in the roles ascribed to him.

Note:

The Make-up Officer (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



8.

Sound Technician/Senior Sound Technician (Roster)

Salary PRB 2021 (MBC 16):Rs 18100 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 39350

Qualifications:

- (i) Higher School Certificate with passes in at least two subjects at Principal Level including Mathematics and Chemistry or an equivalent qualification.
- (ii) Certificate in Sound/Film making.

Duties:

1. To perform recording and sound balancing for programmes, Electronic News Gatherings (ENGs), Electronic Film Productions (EFPs) and Outside Broadcasts (OBs).
2. To coordinate with Radio, News and Production Departments to ensure proper sound balancing in productions and programmes.
3. To assist the Principal Sound Technician in ensuring the efficient and effective recording and sound balancing for broadcasting purposes and programmes.
4. To guide and counsel subordinate staff.
5. 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 Sound Technician/ Senior Sound Technician (Roster) in the roles ascribed to him.

Note

The Sound Technician/ Senior Sound Technician (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



9.

Technician de Surface (Roster Day and Night) (New Grade)

(MBC 2) – PRB 2021: Rs 14225 x 250– 15225 x 260– 17825 x 275– 18925x 300 –19525 x 325– 21475x 375 – 22225x 400 – 23025

Qualifications:

By selection from among candidates who:-

- (i) possess a Certificate of Primary Education or Primary School Achievement Certificate; and
- (ii) have a good physique

NOTE

For the first intake, by appointment of employees in the grade of Technician de Surface on the permanent and pensionable establishment of the Mauritius Broadcasting Corporation who have opted for the revised emoluments and terms and conditions set out in the PRB Report 2021 and who opt to join the grade of Technician de Surface (Roster – Day and Night).

Duties:

1. To sweep, mop, scrub and polish floors, work areas and clean areas surrounding the Mauritius Broadcasting Corporation premises including entrances and paths.
2. To clean, dust and polish furniture and fittings and empty dust bins.
3. To clean walls and windows.
4. To clean and disinfect toilet fixtures and floors.
5. 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 Technicien de Surface (Roster Day – Night) in the roles ascribed to him.

Note:

The Technicien de Surface (Roster- Day and Night) (New Grade) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



10. Animation Graphics Artist (Roster)

Salary PRB 2021(MBC 26): Rs 20500 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 – 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 – 39350 QB 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250

Qualification Bar

Employees need to possess the prescribed qualifications to move beyond the QB inserted in the salary scales of the grade. Employees who do not possess the prescribed qualifications but whose salary lies after the QB in the salary scale, should continue to draw same on a personal basis. there should be no further movement beyond that point unless on obtention of the prescribed qualification

Qualifications:

- A. (i) Higher School Certificate with Arts subject at Principal Level.
(ii) Diploma in the field of Graphics Design or an equivalent Qualification acceptable to the Board.

Duties:

1. To assist Senior Animation Graphics Artist, inter alia:
 - (i) the conception, design and execution of still and animated graphics for news and TV programmes; and
 - (ii) the selection of the latest and appropriate animation techniques and software application for animation and graphics.
2. To understand and use various computer programs to animate graphic designs and artwork for news and TV programmes.
3. 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 Animation Graphics Artist (Roster) in the roles ascribed to him.

Note:

The Animation Graphics Artist (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



11.

Security Officer (Shift)

Salary PRB 2021 (MBC 10): Rs 16525 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 – 21475x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 34825

Qualifications:

- A. A Cambridge School Certificate.
- B. Good physical condition
- C. Experience in security duties will constitute an advantage.

Duties:

- (i) To ensure security on MBC premises on and outside broadcast sites.
- (iii) To hand over and collect MBC office keys to and from authorised Officers and to manage the key register.
- (iv) To ensure that all offices are locked and lights are off when not in use.
- (v) To perform access control at building entrances and vehicle gates and ensure that employees and visitors display proper passes or identification before entering MBC premises.
- (vi) 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 Security Officer (Shift) in the roles ascribed to him.

Note :

The Security Officer (Shift) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



12.

Gardener

Salary PRB 2021(MBC 3): Rs 14725 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325- 21475 x 375 - 22225 x 400 – 23425 x 525 - 23950

Qualifications: A. Certificate of Primary Education

B. Experience in gardening

Duties:

1. To carry out soil cultivation digging, forking, watering, weeding, edging, pruning, seed sowing, bed preparation and planting works.
2. Lawn and garden maintenance and cultivation
3. To keep gardens and footpaths clear and free from litter at all times
4. To empty litter, bins in the open spaces
5. 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 Gardener in the role ascribed to him.

Note: Gardener should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation.



13.	<p><u>Audio Visual Assistant</u></p> <p><u>Salary PRB 2021 (MBC 5):</u> Rs 15745 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325- 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 28225</p> <p><u>Qualifications:</u></p> <p>Appointment thereto should be made by selection from among candidates who show proof of having sat for the Cambridge School Certificate or GCE "O" Level.</p> <p><u>Duties:</u></p> <p>Among others:</p> <ol style="list-style-type: none"> 1. To assist technical/ production staff in the setting up of cables and other facilities in studios and on outside broadcasting sites; 2. To handle and clean technical equipment and other visual materials; 3. To issue, receive, keep records and maintain control on audio visual equipment; 4. To ensure that the Audio Visual Equipment Room is kept tidy and clean at all times; 5. To move furniture and equipment; 6. 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 Audio Visual Assistant (Roster), in the roles ascribed to him. <p><u>Note:</u> The Audio Visual Assistant (Roster) should be prepared to work in accordance with the exigencies of the Mauritius Broadcasting Corporation</p>
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i. **MODE OF APPLICATION**

1. This advertisement together with the Application Form are available on the website of MBC at <https://mbcradio.tv/career>
2. Candidates should fill in the Application Form correctly. Incomplete, inadequate or inaccurate filing of the Application Form may entail elimination of the candidate.

ii. **AGE LIMIT**

Candidates, unless already in the Service, should not have reached their **40th** birthday by the closing date for the submission of applications

iii. **CLOSING DATE**

Applications Forms together with copies of academic certificates, professional qualifications and references should be addressed to the Human Resource Department, MBC, Moka, **not later than 15 00 hours (local time) on Wednesday 11 September 2024**.

iv. MBC reserves the right:

- (i) to convene **only** the best qualified candidates for interview; and
- (ii) not to make any appointment following this advertisement.

v. Application Forms received after the specified closing date and time will **not** be considered.

Date: 02 September 2024

Mauritius Broadcasting Corporation
Moka

