



MAURITIUS QUALIFICATIONS AUTHORITY

NOTICE OF VACANCIES

The Mauritius Qualifications Authority (MQA) is established as a body corporate under the Mauritius Qualifications Authority Act 2001 and falls under the aegis of the Ministry of Education and Human Resource.

Applications are invited from suitably qualified candidates to fill in the following vacancies:

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|-------------------------------------------------------|---------------------|
| 1. Deputy Director | (Ref: MQA/DD/25/1) |
| 2. Manager, Corporate Services | (Ref: MQA/MCS/25/1) |
| 3. Accreditation Officer | (Ref: MQA/ACO/25/1) |
| 4. Clerk/Word Processing Operator/Receptionist | (Ref: MQA/CWR/25/1) |

The Schemes of Service for the above-mentioned posts are available at the MQA's Reception Desk and on the website of the Authority.

TERMS AND CONDITIONS

The terms and conditions of employment will be in accordance with the recommendations of the PRB Report 2021 and the Mauritius Qualifications Authority Act 2001.

AGE LIMIT

- (i) For the post of **Deputy Director**: Candidates, unless already in the Public Service, should not have reached their **50th birthday** by the closing date for submission of applications.
- (ii) For the posts of **Manager, Corporate Services, Accreditation Officer and Clerk/Word Processing Operator/Receptionist**: Candidates, unless already in the Public Service, should not have reached their **45th birthday** by the closing date for submission of applications.

MODE OF APPLICATION

Application forms, available at the Reception Desk of the MQA or which can be downloaded from the website www.mqa.mu, should be duly filled in and submitted together with photocopies of all relevant certificates, testimonials, National Identity Card, and any other documentary evidence so as to reach the **Director, Mauritius Qualifications Authority, Level 6, Mutual Aid Building, HYVEC Business Park, Wall Street, Ebène Cybercity, Ebène not later than 15:00 hrs on 18 September 2025.**

Note:

- (i) Envelope should bear the reference of the post applied for on the top left-hand corner.
- (ii) Incomplete, inadequate and inaccurate filling of the application form and submission of irrelevant certificates, testimonials or other documentary evidence may entail elimination of the candidate. It is an offence to give information which is false or to conceal any relevant information. This may lead to an application being rejected or, if a candidate has already been appointed, to the termination of his appointment.
- (iii) Applications not made on the prescribed form or received after the closing date and time will not be accepted. The onus for the submission of applications to reach the Authority in time lies solely on applicants.
- (iv) Selected candidates will be required to present their original certificates during interview.
- (v) Eligible candidates may be required to take part in a written examination.
- (vi) Applicants who have previously applied for any of the above-mentioned posts should submit fresh applications.
- (vii) The onus to submit equivalence of certificates rests on the candidates.
- (viii) The MQA reserves the right to: (a) call for interview the best qualified candidates; and
(b) not make any appointment following this advertisement.

Date: 29 August 2025