

# NOTICE OF VACANCIES

## RAJIV GANDHI SCIENCE CENTRE TRUST FUND

Old Moka Rd. Bell Village, 11202, Mauritius

Phone: (230) 213 2773 Fax: (230) 213 2726 / 213 6412 email:director@rgsctf.org

Website: <https://rgsc.govmu.org>



I Applications are invited from suitably qualified candidates who wish to be considered for appointment for the post of **Clerk/Word Processing Officer** at the Rajiv Gandhi Science Centre Trust Fund (RGSCTF).

**Appointment to the post will be on a temporary basis for a period of one year in the first instance. Subject to satisfactory service, candidates may be offered substantive appointment.**

### II AGE LIMIT

Candidates should have reached their **18th** birthday and **unless already employed in the public service or in parastatal organisations** should not have reached their **45th** birthday by the closing date for the submission of applications.

### III DUTIES AND QUALIFICATIONS

For information on duties and qualifications for relevant posts, interested candidates may visit our **Website** [rgsc.govmu.org](https://rgsc.govmu.org) or **Facebook Page** (<https://www.facebook.com/RajivGandhiScienceCentre>) or collect the details at the Rajiv Gandhi Science Centre.

### IV MODE OF APPLICATION

Application forms for the posts can be obtained at the Rajiv Gandhi Science Centre, Old Moka Road, Bell Village, 11202, or downloaded from our website [rgsc.govmu.org](https://rgsc.govmu.org).

Qualified candidates should submit their applications on the prescribed form and return same, duly filled in, together with photocopies of their National Identity Card, marriage certificate (where applicable) and all academic, technical and professional qualifications plus where applicable, relevant documentary evidence of experience claimed.

### V INSTRUCTIONS TO CANDIDATES

1. Only application made on the prescribed form will be accepted. No electronic version of the application will be accepted.
2. Copy of Certificates and Identity Card must be attached to the application form.
3. **Incomplete, inadequate or inaccurate filling of the application form and non-submission of photocopies of certificates will lead to disqualification and elimination of the applicant.**
4. Applicant should possess all certificates/qualifications at time of application.
5. **The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities rests on the candidates. Applications will not be considered failing the non-submission of Equivalence Certificate, as appropriate, by the closing date.**
6. The post applied for should be clearly marked on the top left-hand corner of the envelope.
7. **Applications received after closing date will not be accepted.** The onus for the prompt submission of applications so that they reach the Director of the Rajiv Gandhi Science Centre in time lies solely on applicants.

**Note: RGSCTF reserves the right**

- (i) to convene only the best qualified candidates for interview and
- (ii) not to fill any vacancy following this advertisement.

### VI CLOSING DATE:

The duly completed application form should reach the Director, Rajiv Gandhi Science Centre, Old Moka Road, Bell Village, 11202 **not later than 15hrs00 on 16 February 2026.**

**Date: 20 January 2026**



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to read details