



A Caring Institution

## EARLY CHILDHOOD CARE AND EDUCATION AUTHORITY

### TEACHER

Applications are invited from qualified candidates who wish to be considered for appointment as Teacher.

**Salary:** Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075 QB 27850 X 775 – 30175 (ECCEA 8)

**Qualifications:** (A) (a) Cambridge School Certificate with credit in English Language, French and Mathematics obtained at not more than two sittings; or  
(b) Passes in at least five subjects with at least Grade C in 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.

#### 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.

- (B) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”.
- (C) A Certificate in Pre-School Education conducted by the MIE or Open University of Mauritius.

**or**

Equivalent qualifications to A, B and C above acceptable to the Board.

- (D) Reckoning at least three years' teaching experience in a Pre- School Institution. Qualification at A above should have been obtained prior to qualification at B above.

Candidates should produce written evidence of qualifications and experience claimed.

**Duties:**

1. To be responsible to the Assistant Coordinator, Coordinator, the Head Master and any other senior officer for the smooth running of the pre-primary unit where he or she is posted as per rules, regulations and procedures set up by the ECCEA in form of guidelines, protocols, circular notes or any other form of instruction approved by the Board and issued by the Director.
2. To plan and implement developmentally appropriate, child centered and play based early childhood activities within the National Curriculum Framework Pre-Primary 3-5 years.
3. To prepare daily lesson plans for specific learning activities with a view to accomplish educational goals and objectives.
4. To conduct assessment of each child's progress and development.
5. To facilitate the inclusion of SEN children admitted in the school.
6. To develop and produce teaching/learning aids and other appropriate instructional materials to be used for effective teaching and learning process.
7. To ensure that classrooms are well set up and organised to foster learning.
8. To provide comfort and pastoral care to meet the physical, emotional, intellectual and social needs of all children under their custody during school hours.
9. To assist in the admission of children as per the rules and Regulations determined by the ECCEA.
10. To keep administrative and pedagogical documents as per systems and procedures prescribed by the ECCEA.
11. To help in setting up of the Parent-Teacher Association and serve on the Executive Committee of that Association.
12. To facilitate the organisation of parental empowerment program as and when required by the ECCEA.

13. To plan and organise extracurricular activities including educational outings, open days as per calendar proposed and approved by the ECCEA.
14. To submit all relevant data and information of the school as and when required.
15. To use ICT in the performance of his/her duties.
16. 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 Teachers in the roles ascribed to them.

### **Age Limit**

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

### **Mode of Application**

Qualified candidates should submit their applications on application forms which are available at the reception desk of the Early Childhood Care and Education Authority, Merry Town, Helvetia or which can be downloaded from [www.eccea.mu](http://www.eccea.mu). Candidates should enclose photocopies of their academic/professional qualifications and relevant documentary evidence of experience claimed.

### **Closing date**

Applications, through registered post, should reach: The Officer in Charge, Early Childhood Care and Education Authority, Merry Town, Helvetia, Saint Pierre, not later than **28 March 2019 at 15.30 hrs.**

### **IMPORTANT:**

- i. The ECCEA reserves the right not to fill the vacancies as a result of this advertisement.
- ii. The post applied for should be clearly marked on the left hand corner of the envelope.
- iii. The ECCEA reserves the right to convene only the best qualified candidates for interview.
- iv. Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant. **Only the prescribed Application Form should be used.**

**8 March 2019**