



NATIONAL HERITAGE FUND

Under the aegis of the Ministry of Arts and Cultural Heritage

VACANCY

The National Heritage Fund (NHF), a statutory body under the aegis of the Ministry of Arts and Cultural Heritage is inviting applications from suitably qualified candidates for the following posts:

- (i) **Administrative Secretary**
- (ii) **Clerical Officer**

Duties, Qualifications, Experience, and Conditions of Employment

For details of the advertisement and application form, interested candidates are advised to collect the documents at the NHF Reception Counter or visit the website of the NHF on www.nhf.govmu.org/nhf/.

Mode of Application

Interested and qualified candidates should submit their applications on the prescribed form available at the NHF Reception Counter or on our website (www.nhf.govmu.org/nhf/); together with copies of all relevant certificates and written evidence of experience claimed, specifying the position applied for on the top left-hand corner of the envelope to:

The Director,
National Heritage Fund,
4th Floor, Fon Sing Building,
Edith Cavell Street, Port Louis,
Mauritius

Closing Date

The closing date for the submission of the application is **02 May, 2024 at 15.30 hrs at latest.**

Note

- (i) The NHF reserves the right to convene only the best qualified candidates for interview.
- (ii) The NHF reserves the right not to make any appointment as a result of this advertisement.
- (iii) Incomplete, inadequate or inaccurate filling of the application form may entail the elimination of the applicant.
- (iv) Applications received after the closing date will not be considered.

**National Heritage Fund
12 April, 2024**