



FINANCIAL REPORTING COUNCIL

VACANCY POST: FINANCIAL OPERATIONS OFFICER

- Age Limit** : Candidates should not have reached their **40th** birthday by the closing date for the submission of applications.
- Qualifications** :
 - A Diploma in Accountancy from a recognized institution

Or

 - A Pass at level 1 (Examination Level: Knowledge) of the Association of Chartered Certified Accountants
 - Have at least five years' experience in financial operations duties
 - Have good communication and interpersonal skills
- Responsibilities** : Report to the Chief Executive Officer
- The Financial Operations Officer will be amongst others, to -
- (i) attend to the financial operations duties at the FRC;
 - (ii) ensure that financial, procurement and other relevant legislations and regulations are fully complied with;
 - (iii) assist in the preparation of financial Budget;
 - (iv) prepare financial statements/returns to be submitted to management;
 - (v) attend to audit queries on financial issues; and
 - (vi) perform any other duties as may be assigned by the Chief Executive Officer.
- Salary scale** : Rs 24475 x 525 -26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 - 43500
- Benefits** : According to PRB Conditions
- Mode of Application** : Application in sealed envelope should be sent with full Curriculum Vitae, a motivation letter and photocopies

of original certificates and a passport size photograph to the Officer-in-Charge, Financial Reporting Council, 3rd Floor, Anglo Mauritius House, Intendance Street, Port Louis at latest by **23 February 2022**. Clearly indicating at the right-hand corner of the envelope the post applied.

Note

: The Council reserves the right not to make any appointment following this notice of vacancy.

02 February 2022