

85. PROFESSOR BASDEO BISSOONDOYAL TRUST FUND

- 85.1 Established under the Professor Basdeo Bissoondoyal Trust Fund (PBBTF) Act No 1 of 2005 as a body corporate, the PBBTF has as objectives to: collect and preserve the writings of Professor Basdeo Bissoondoyal as part of the Mauritian literary heritage; promote a greater understanding and dissemination of his literary creations nationally and internationally; perpetuate the concept of social service with a view to inspiring the new generations to follow his principles; encourage the study of his works and ideals as well as his principles based on the Indian Culture heritage, Gandhian philosophy and universal values; and promote intercultural dialogue and understanding through the literary works of the Professor.
- 85.2 In accordance with its Act, the administration and control of the affairs of the Fund shall be vested in a Board of Trustees. Presently, there are no officers appointed on the establishment of the Fund.
- 85.3 To facilitate the Fund in achieving its mandate, the Ministry of Arts and Culture proposed the creation of a grade of Clerk/Word Processing Operator. We are recommending accordingly.

Clerk/Word Processing Operator (New Grade)

Recommendation 1

- 85.4 **We recommend the creation of a grade of Clerk/Word Processing Operator. Appointment thereto should be made by selection from among candidates possessing the Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics; the Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level” or an equivalent qualification and who are computer literate. Candidates should also have a Certificate in Typewriting at a speed of at least 25 words per minute.**
- 85.5 Incumbent would be required, among others, to: prepare, scrutinise and process simple documents and records; type and collate official documents; and perform clerical duties related to finance, human resource, registry and procurement and supply under supervision.

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SALARY SCHEDULE

PBBTF 1 : Rs 25745 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 45930

Clerk/Word Processing Operator (New Grade)

