

NOTES AND INSTRUCTIONS TO CANDIDATES

- (1) The Application Form should be completed in the candidate's own **handwriting** and forwarded to the Human Resource Section, Attorney-General's Office, Level 2, Renganaden Seeneevassen Building, Corner Maillard and Pope Hennessy streets Port Louis.
- (2) Online application should be submitted *via* email to the following address: hr.ago@govmu.org
- (3) It is very important for the candidate to indicate his National Identity Number in the space provided at item 2 of the Application Form.
- (4) Care should be taken to fill in the Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.** It is an offence to give information which is false or to conceal any relevant information. This may lead to the application being rejected or, if already enlisted, to the termination of the enlistment.
- (5) Qualifications and Equivalence Certificate obtained after the closing date for submission of applications as specified in the advertisement **will not** be accepted. Only qualified persons should apply.
- (6) Applications not made on the prescribed form **will not** be accepted.
- (7) Applications received **after** the closing date and time mentioned in the advertisement **will not** be accepted. The onus for the prompt submission of applications so that they reach the Solicitor General, Attorney-General's Office in time lies solely on the applicants.
- (8) If a candidate is employed by the Government, the application form should be completed in duplicate and the duplicate forwarded through the Supervising Officer and for online applications, a printed copy of the application form duly signed should be submitted through the Supervising Officer.
- (9) Private candidates should submit a Certificate of Character not older than three months together with the names of two Referees who should be a professional (*e.g. Law practitioners, Doctors, Engineers or Senior Public Officers*)
- (10) The completed form should contain full details regarding previous experience, qualifications and any other factors which would qualify the candidate to undertake pupillage at this Office. Documentary evidence and statement of particulars should be attached with the Application form.

- (11) Should there be any matter not covered by the Application Form that the candidate wishes to be considered with his application, the details must be given on an additional sheet to be annexed thereto.
- (12) Birth certificate, examination certificates, testimonials and any other documents should be sent along with the Application Form.
- (13) The period of pupillage applied for should be **a minimum of six months up to a maximum of one year.**
- (14) Save in exceptional circumstances, **no request** for change in pupillage period or extension thereof will be entertained by this Office.
- (15) The Attorney -General's Office reserves the right not to make any enlistment following this Advertisement.