



# Mauritius Institute of Education Réduit

## Registrar's Office

7<sup>th</sup> Floor - MIE Tower  
Email: registrar@mie.ac.mu

Tel : (230) 401 6555  
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### Notice of Vacancy (Internal)

Applications are invited from permanent members of staff who wish to be considered for the following posts:

- (i) Deputy Registrar;
- (ii) Assistant Registrar;
- (iii) Confidential Secretary;
- (iv) Educational Data Assistant; and
- (v) Assistant Financial Operations Officer.

The Application Forms together with the Schemes of Service can be downloaded from the MIE Website [www.mie.ac.mu](http://www.mie.ac.mu) and are available under Staff Corner (Staff Forms) - Internal Vacancy.

All eligible candidates must submit a **soft copy** together with **2 hard copies** duly filled in Application Form including Candidate details and supported by photocopies of birth certificate, NIC, educational qualifications with all annexes to the **Office of the Registrar, except for the post of Deputy Registrar by Monday 04 May 2026 at 15 00** at latest. Applicants for the post of Deputy Registrar should submit their application forms together with the relevant document to the **Office of Director** by the same date, that is, **Monday 04 May 2026 at 15 00** at latest. The post applied for should be clearly marked on the top left-hand corner of the envelope.

**Applications obtained after the closing date will not be accepted.**

Care should be taken to fill in the application form correctly. Incomplete, inadequate or inaccurate submission may entail elimination of the candidate.

The onus for the submission of written evidence of knowledge claimed and equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests solely on the candidates.

The Mauritius Institute of Education reserves the right to convene only the best qualified candidates for interview and not to fill the above vacancies as a result of this advertisement nor will assign any reason thereof.

**Registrar**  
**Mauritius Institute of Education**  
**Réduit**

**16 April 2026**