

CARING
FOR YOUR
WELL-BEING

EMPLOYEES' WELFARE FUND



'We are an equal opportunity employer'

NOTICE OF VACANCY

The Employees' Welfare Fund (EWF) was set up in 1991 to cater for the welfare, leisure and recreational needs of employees and their families working in the **Public** and **Private** Sectors, in terms of loans, financial assistance and welfare schemes/projects.

Our Vision

To be a leading welfare institution for employees and their families.

Our Mission

To be responsive to the evolving WELFARE needs of employees and their families in line with the objectives of the institution.

Posts:

Applications from suitably qualified candidates are hereby being invited for the posts of:

- Receptionist / Telephone Operator
- Accounts Clerk
- ICT Technician (Roster)



Qualifications and jobs description

Qualifications required and jobs description can be viewed on our website www.ewf.mu or obtained at the Reception Counter of the EWF.

Mode of application

Interested candidates should submit their application on the prescribed form which may be obtained at our Reception Counter or downloaded from our website, supported by photocopies of birth certificate, certificate of character (if any) and marriage certificate (where applicable), national identity card, educational certificates and documentary evidence of experience claimed.

Applications should be addressed to the **"General Manager, Employees' Welfare Fund, 6th Floor, Moorgate House, Sir William Newton Street, Port Louis"**, and should reach the Office **not later than 15hrs00 on Friday 13 February 2026** in a sealed envelope clearly marked on the top left-hand corner for the post applied for.

Note

- Persons not holding appropriate qualifications should not apply.
- Candidates possessing an alternative qualification to the prescribed one/s are requested to submit an Equivalence Certificate from the Higher Education Commission (HEC) or any other competent authority, as appropriate.
- Candidates, unless already in the service, should not have reached their 45th birthday by the closing date for submission of their application.
- Applications received after the closing date and time will not be accepted.
- Applications not made on the prescribed forms and/or incomplete applications and non-submission of the required documents may entail elimination from the selection exercise.
- Candidates may be required to sit for a shortlisting assessment.
- The EWF reserves the right:
 - to call for interview **only** the best qualified candidates.
 - not to make any appointment as a result of this advertisement.