



Special Education Needs Authority - NOTICE OF VACANCIES

The Special Education Needs Authority (SENA) is a parastatal body operating under the SENA Act 2018 and falls under the aegis of the Ministry of Education, and Human Resources.

Applications are invited from suitably qualified candidates to fill in the following posts:

Post A – Administrative Secretary (Permanent)

Post B – Clerk/Word Processing Operator (Permanent)

Post C – Assistant Financial Operations Officer (Contract)

Post D – Principal Financial Operations Officer (Contract)

II. Age Limit

For Posts A, B and C

Candidates, unless already in the Public Service, should not have reached their 45th birthday by the closing date for submission of applications.

For Post D

- Officers with experience in Finance Cadre from the Public Sector, who held post at the level of Senior and Principal Financial Officer, should not have reached their 68th birthday by the closing date for submission of applications;
- Eligible retired Officers are requested to apply.

III. MODE OF APPLICATION

- i. Qualified candidates should submit their applications on the form which may be obtained during office hours at the SENA, Cyber Tower 2, Ebene, Cybercity or on our website on <https://sena.govmu.org/sena/>.
- i. Candidates should also submit together with their application form, the copies of their academic / professional certificates, National Identity Card and proof of experience.

IV. CLOSING DATE

The application forms should reach the SENA, Cyber Tower 2, Ebene, Cybercity, **not later than 3.00 p.m. (local time) on Thursday 18 September 2025.**

Important notes to candidates:

- a) Envelope should bear the name of the post applied for on the top left-hand corner.
- b) Applications received after the closing date shall not be considered.
- c) Any candidate who fails to submit evidence of qualifications and experience claimed shall be disqualified.
- d) Applicants who have previously applied for any of the above-mentioned posts should submit fresh applications.
- e) Only the best qualified candidates will be called for interview.
- f) The Authority reserves the right not to make any appointment following this advertisement without incurring any liability towards any applicant.

Date: 29 August 2025