

NOTES AND INSTRUCTIONS TO APPLICANTS

1. These notes and instructions provide applicants with general information about the Financial Crimes Commission (FCC) recruitment and selection in general at the Commission.
2. The FCC, established under the Financial Crimes Commission Act 2023 (FCC Act), stands as the apex agency in Mauritius, dedicated to the detection, investigation, and prosecution of a spectrum of financial crimes, which includes corruption, money laundering, fraud, and the financing of drug dealing.
3. The FCC Act has repealed the Prevention of Corruption Act, the Asset Recovery Act and the Good Governance and Integrity Reporting Act and has taken over the functions of the Independent Commission Against Corruption (ICAC), the Asset Recovery Investigation Division (ARID), and the Integrity Reporting Services Agency (IRSA). Thus, the FCC represents a more unified and efficient approach to combat financial crimes including the recovery of assets. The FCC also shoulders the responsibility of receiving and monitoring declarations of assets and liabilities of specific public officials.
4. At the heart of our mission lies a commitment to safeguarding Mauritius' financial integrity and fostering a culture of good governance. With the FCC leading the charge, we are poised to confront and combat financial crimes head-on, ensuring a fair and just society for all. In the discharge of its functions and exercise of its powers, the FCC is not under the direction or control of any person or authority. As an equal opportunity employer, the FCC endeavours to attract and retain the services of high calibre employees to attain its objectives.
5. The FCC expects a high standard of conduct in compliance with its Code of Conduct.
6. Applications for posts are invited through advertisement. The advertisement makes clear the nature of the post, qualifications, experience, skills and competencies required. It also makes clear that a system of rigorous integrity checking will be conducted, which will involve close personal scrutiny of the applicant and interview of family members including relatives of the applicant; past and present employers and referees. This measure is taken to better understand the applicant's background, values, and potential conflicts of interest, particularly given the critical importance of impartiality, discretion, and integrity in financial crime prevention and investigation. Information gathered will be treated with strict confidentiality and in accordance with the Data Protection Act 2017.
7. The following should be adhered to while filling the online application form: -
 - a. All application should be submitted through the official FCC recruitment portal at <https://fcc.mu/vacancies>.

- b. It is very important for the applicant to indicate his/her National Identity number in the field provided on the online application.
- c. The online application form should be filled with full details regarding previous experience, qualifications and any other information which would qualify the candidate to carry out effectively the duties of the post applied for.
- d. Qualifications obtained after the closing date for the submission of applications will **not** be accepted.
- e. Candidates possessing alternative qualification to the prescribed one/s will be requested to submit an Equivalence Certificate from the High Education Commission or Mauritius Qualification Authority, when called for interview.
- f. Evidence/proof of previous employment indicating position/s held and duties performed, must be submitted when called for interview. An FCC employee will not be required to provide referees.

Referee checking is an important element of the selection process. It is designed to seek employment related information about the applicant from past or present employers or other people who have a direct personal knowledge of the applicants' work behaviour and performance.

- g. Should there be any matter not covered in the application form that the applicant wishes the Commission to consider, the details thereof must be given in the additional box provided at Step 5 of the online application form.
- 8. After successful submission of the application, the applicant will receive an acknowledgement receipt in the email account submitted.
 - 9. Only the best qualified applicants will be called for interview. Applicants may also be invited to attend a short written, oral or aptitude test.
 - 10. Candidates selected for interview will be required to produce the originals of their birth certificate, marriage certificate (where applicable), National Identity Card, academic, professional and technical qualifications, and proof of address (telephone/CEB/CWA bill).
 - 11. Integrity checking of the applicant will be a part of the recruitment procedure.
 - 12. When recruited, selected candidates have an obligation to:
 - i. take an Oath of Confidentiality;
 - ii. declare their assets and liabilities in relation to themselves, their spouse, children and grandchildren in accordance with the FCC Act and Declaration of Assets Act, if may be;

- iii. comply with the Code of Conduct.
 - iv. sign the Oath of Allegiance
13. Applications not made on the online platform will not be accepted.
14. Incomplete, inadequate or inaccurate filling of the online application will entail disqualification and elimination from the selection exercise. It is an offence to give information which is false or to conceal any relevant information. This may lead to an application being rejected or, if a candidate has already been appointed, to the termination of the appointment.
15. Applications received after the closing date mentioned in the advertisement will not be accepted. Candidates should ensure that they complete and submit their application online well in advance of the closing date. Candidates bear full responsibility for the timely submission of their application. The FCC cannot be held liable for any delay that is unrelated to its own system.
16. The FCC reserves the right not to make any appointment as a result of this advertisement.
17. Recruitment by the FCC is made solely on the basis of qualifications and merit combined with stringent security and integrity checking process. Candidates must guard themselves against any person who promises employment against reward, financial or otherwise, and report the case immediately to the Commission.

Note:

Acknowledgement email(s) may occasionally be marked as spam. We recommend that you check your spam emails.

The latest application submitted before the closing date will be considered as the final application.

Each post requires a fresh application.

Applicants should inform the Commission about any change of address, after they have submitted their application for a post by calling the HR Section.

For queries regarding your application, please contact HR section on (+230) 402 6600 from Monday to Friday from 08:00 to 16:00 OR send an email on recruitment@fcc.mu

**Financial Crimes
Commission (FCC)**

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