

68. NATIONAL WOMEN ENTREPRENEUR COUNCIL

- 68.1 Operating under the *aegis* of the Ministry of Gender Equality and Family Welfare, the National Women Entrepreneur Council (NWEC) acts as a driver and facilitator in empowering women entrepreneur. It envisions to be a reference for promoting entrepreneurship, thereby inculcating the right business culture for women in Mauritius and Rodrigues.
- 68.2 The Council's objects are, *inter-alia*, to: ensure coordination of activities of women entrepreneurs' associations; identify actions and projects that will promote entrepreneurial activities of women; evaluate and assess the needs of women entrepreneurs; establish training programmes to improve management skills and aptitudes of women entrepreneurs; and promote cooperation and research with respect to women entrepreneurship development.
- 68.3 The Secretary of the NWEC is responsible for the execution of the Council's policy as well as the control and management of its day-to-day business. He is assisted in the exercise of his functions by officers of the Administration, Technical and Finance Department and employees of the Workmen's Group.
- 68.4 In the context of this review exercise, both staff side and Management have requested for the creation of the grades of Marketing Manager, Training Manager, Receptionist/ Telephone Operator and IT Officer. Proposal also emanated from both parties for the reinstatement of the grade of Salesperson. The union members, additionally, requested for a review of salary of certain grades.
- 68.5 During consultations, the stakeholders were apprised that grades are created on the basis of operational needs; and an upward review in the salary scale of a grade is considered whenever there is an evolution in the complexity of the duties of the grade, among others. Management, on the other hand, was advised to review the existing schemes of service of grades of Business Development Officer and Business Development Assistant to incorporate training and counselling duties and also to consider the filling of existing grades on the basis of functional requirements.
- 68.6 Upon examination of all submissions made in the context of this review exercise, the Bureau is reinstating the grade of Salesperson and creating the grade of IT Instructor to enable the NWEC to proceed with its mandate.

Salesperson

- 68.7 The grade of Salesperson was made personal on the establishment of NWEC in the 2008 PRB Report and at present, there is only one incumbent. Both Management and the staff side have informed that with the opening of new kiosks, the organisation is availing the services of Trainees under the Youth Employment Programme (YEP) to handle the outlets. With the departure of these trainees, the organisation has had to train new ones. They averred that with the expansion and continuity of activities of the sales outlets, there is a dire need to reinstate the grade

of Salesperson for effective service delivery. **The Bureau is, therefore, reinstating the grade of Salesperson for check/control of transactions at the outlets.**

IT Instructor (New Grade)

68.8 During consultation, both the Management and representatives of Union have expressed that the grade of Instructor which is vacant, would no longer be required. Instead, they requested for the creation of the grade of IT Instructor to be responsible for the training of women entrepreneurs and to dispense courses on basic IT to them. The Bureau is making appropriate recommendation to enable the NWEC to endeavour its mission.

Recommendation 1

68.9 **We recommend the creation of a grade of IT Instructor against abolition of the grade of Instructor. Appointment, thereto, should be made by selection from among candidates possessing a Cambridge Higher School Certificate with passes at Principal Level in at least two subjects including Computer Science obtained on one Certificate or passes in at least two subjects including Computer Science obtained on one Certificate at the General Certificate of Education "Advanced Level"; a Diploma in Computer Science or a Diploma in Information Technology or an equivalent qualification acceptable to the Council; and who are MQA Certified.**

68.10 Incumbent would, among others, be responsible to: promote IT Culture through training programmes and induction courses; conceive and develop training materials; ensure availability of software/materials to promote ICT; troubleshoot networks and internet problems as well as diagnose and figure out software/hardware faults; assist in the organisation of seminars, conferences and training activities; install and configure hardware and common PC-related software and provide preventive measures and technical support thereon; comply with and promote applicable security standards in relation to computer systems; carry out survey/audit of the technical features of computer equipment; and develop and maintain multimedia products and website.

68. NATIONAL WOMEN ENTREPRENEUR COUNCIL SALARY SCHEDULE

NWEC 1 : Rs 10250 x 175 – 10775 x 200 – 11775 x 205 – 12595 x 230 – 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21150

General Worker

NWEC 2 : Rs 14725 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 23950

Office Care Attendant

68. NATIONAL WOMEN ENTREPRENEUR COUNCIL (Contd)

- NWEC 3 : Rs 15485 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400**
Driver/Office Attendant
- NWEC 4 : Rs 15745 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 31525**
Salesperson
formerly Salesperson (Personal to holders in post as at 30.06.2008)
- NWEC 5 : Rs 16785 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 34825**
Clerical Officer/ Higher Clerical Officer
Clerk/Word Processing Operator
- NWEC 6 : Rs 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450**
Management Support Officer
- NWEC 7 : Rs 19850 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450**
Executive Officer (Personal to officers in post as at 31.12.15)
- NWEC 8 : Rs 18650 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 39350**
Business Development Assistant
- NWEC 9 : Rs 24475 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 43500**
Accounts Officer
- NWEC 10 : Rs 21850 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 47675**
IT Instructor (New Grade)
- NWEC 11 : Rs 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 62700**
Business Development Officer (Personal to officers in post as at 30.06.08)
- NWEC 12 : Rs 29050 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 62700**
Business Development Officer (Roster)

68. NATIONAL WOMEN ENTREPRENEUR COUNCIL (Contd)

**NWEC 13 : Rs 40300 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200
x 1700 – 64400 x 1800 – 69800 x 2000 – 71800**

Secretary



