

ORDER No. 006524 /MINFOPRA OF 03 AOUT 2018

To announce a direct competitive examination to recruit 45 (forty-five) personnel into the corps of Surveys civil servants, for the 2018 session.

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

Mindful of the Constitution;

Mindful of decree No.75/784 of 18 December 1975 on the Special Rules and Regulations of the corps of Surveys civil servants;

Mindful of decree No.94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service as amended and supplemented by decree No.2000/287 of 12 October 2000;

Mindful of decree No.2000/696/PM of 13 September 2000 to fix the General System of Government Competitive Examinations;

Mindful of decree No.2011/408 of 9 December 2011 to organize the Government, as amended and supplemented by decree No.2018/190 of 2 March 2018;

Mindful of decree No.2012/537 of 19 November 2012 to organize the Ministry of the Public Service and Administrative Reform;

Mindful of decree No.2018/191 of 2 March 2018 to reshuffle the Government,

HEREBY ORDERS AS FOLLOWS:

Article 1.- a) A direct competitive examination to recruit personnel into the corps of Surveys civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 5 (five) Surveys Engineers of the second grade of the 'A' category of the Public Service;
- 5 (five) Assistant Surveys Engineers of the first grade of the 'A' category of the Public Service;
- 10 (ten) Senior Surveys Technicians of the second grade of the 'B' category of the Public Service;
- 10 (ten) Surveys Technicians of the first grade of the 'B' category of the Public Service;
- 15 (fifteen) Assistant Surveys Technicians of the 'C' category of the Public Service.

b) The written part of this examination shall take place on the 27 and 28 October 2018 in Yaounde, the only examination centre.

Article 2.- REQUIREMENTS**1. General requirements:**

This examination shall be open to all Cameroonians who fulfil the following conditions:

- a) To be of Cameroonian nationality;
- b) Be at least 17 years of age and 29 years at most as at 1st January 2018 (be born between 01/01/1989 and 01/01/2001) for candidates of the "C" category of the Public Service;
- c) Be at least 17 years of age and 34 years at most as at 1st January 2018 (be born between 01/01/1984 and 01/01/2001) for candidates for the 'A' and 'B' categories.
- d) Be physically fit to assume the duties of Surveyor ;

e) Never have been convicted.

2. Specific requirements

- For candidates for admission into the cadre of **Surveys Engineer**: be holder of a Diploma of Geodesy Engineer, Photogrammetrist, Topographical Surveyor, Surveyor or Cartographer issued by a national institution of training or by a recognized foreign or international institution of training featuring on the list approved by Prime Ministerial order.
- For candidates for admission into the cadre of **Assistant Surveys Engineer**: be holder of a Diploma of Assistant Geodesy Engineer, Photogrammetrist, Topographical Surveyor, Surveyor or Cartographer issued by a national institution of training or by a recognized foreign or international institution of training featuring on the list approved by Prime Ministerial order.
- For candidates for admission into the cadre of **Senior Surveys Technician**: be holder of a Diploma of Senior Topographical Survey Technician issued by a national institution of training or by a recognized foreign or international institution of training featuring on the list approved by Prime Ministerial order.
- For candidates for admission into the cadre of **Surveys Technician**: be holder of a Diploma of Topographical Survey Technician issued by a national institution of training or by a recognized foreign or international institution of training featuring on the list approved by Prime Ministerial order.
- For candidates for admission into the cadre of **Assistant Surveys Technician**: be holder of a Diploma of Assistant Topographical Survey Technician issued by a national institution of training or by a recognized foreign or international institution of training featuring on the list approved by Prime Ministerial order.

Article 3.- FILE COMPOSITION.

(1) The application file shall comprise the following documents:

- a) a registration form bearing a CFA 1000 francs fiscal stamp. The forms can be obtained from the Ministry of the Public Service and Administrative Reform or at all its Regional Delegations or downloaded at the following website address: <http://www.minfopra.gov.cm>;
- b) a certified true copy of birth certificate signed by a competent civil authority;
- c) a certificate of non-conviction;
- d) a certified true copy of the required certificate signed by a competent civil authority;
- e) an attestation of presentation of original of the required certificate signed by a competent civil authority;
- f) a receipt attesting payment of a registration fee of CFA 15 000 francs (fifteen thousand) issued by either the Head of the Direct Competitive and Scholarship Examinations Service at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
- g) a medical certificate issued by a public sector Medical Officer;
- h) a copy of the contract or decision of employment, for the state employee candidate governed by the Labour Code;



- i) 2 (two) passport-size photographs;
- j) an envelope bearing a CFA 500 francs stamp and the candidate's address;

(2) The complete application file shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Direct and Scholarship Competitive Examinations Service (4th floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service, Recruitment and Training Service, latest Friday 12 October 2018.

N.B:

- All incomplete or late files or files containing documents signed by the Police shall be rejected;
- All documents should be certified by competent civil, municipal or legal authorities and not more than 3 (three) months old at the time of submission of file.

Article 4.- SYLLABUS AND EXAMINATION TIMETABLE

1. The syllabus for this competitive examination shall be those of the training institutions that have issued the certificate required for application.
2. The written part of the examination for recruitment into the grade of Surveys Engineers, Assistant Surveys Engineers, Senior Surveys Technicians and Surveys Technicians shall be scheduled as follows:

Date	Paper	Time	Time allowed	Coef.	Eliminatory mark
27 October 2018	General Knowledge	8:a.m. - 12:a.m.	4 hrs.	3	5/20
	Topographic Technology	1: p.m. - 5: p.m.	4 hrs.	5	5/20
28 October 2018	Topometric Calculation	8:a.m. - 12: a.m.	4 hrs.	4	5/20
	Language (English for francophone candidates and French for Anglophone candidates)	1: p.m. - 3: p.m.	2 hrs.	2	5/20

3. The written part of the examination for recruitment into the grade of Assistant Surveys Technicians shall be scheduled as follows:

Date	Paper	Time	Time allowed	Coef.	Eliminatory mark
27 October 2018	General Knowledge	8 : a.m. - 10 : a.m.	2 hrs.	4	05/20
	Technical paper	11: a.m. - 2: p.m.	3 hrs.	5	05/20
	Language (English for francophone candidates and French for Anglophone candidates)	3: p.m. - 5: p.m.	2 hrs.	2	05/20

4. The latest time to arrive at the examination centre is 7:00a.m.

Article 5.- ORAL PART OF THE EXAMINATION

The Minister of the Public Service and Administrative Reform will announce the date and timetable for the oral part of the examination through a press release for candidates of the 'A' and 'B' categories who have been declared successful in the written part of the examination.



Date	Paper	Coef	Time
To be announced	Interview with a panel	1	As from 8 a.m.
	Language	1	

Article 6.- PUBLICATION OF RESULTS

The final results of the competitive examination shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Article 7.- This order shall be registered and published wherever necessary.

Yaounde, 03 AOUT 2018

THE MINISTER OF THE PUBLIC SERVICE
AND ADMINISTRATIVE REFORM



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