

ORDER No 7/004441 /MINFOPRA OF 03 OCT 2017

To announce a competitive examination to recruit 15 (fifteen) student Senior Youth and Action Counsellors (CPJA) and 15 (fifteen) student Youth and Action Counsellors (CJA) into the National Institute of Youths and Sports (NIYS) Yaounde for the 2017/2018 academic year.

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

Mindful of the Constitution;

Mindful of decree No. 75/789 of 18 December 1975 to lay down the Special Rules and Regulations governing the corps of Youth and Sports civil servants;

Mindful of decree No. 94/199 of 7 October 1994 to lay down 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. 2011/408 of 9 December 2011 to organize the Government;

Mindful of decree No. 2011/410 of 9 December 2011 to form the Government;

Mindful of decree No. 2015/434 of 2 October 2015 to reshuffle the Government;

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. 2000/696/PM of 13 September 2000 to fix the General System of Government Competitive Examinations,

HEREBY ORDERS AS FOLLOWS:

Article 1.- (1) A competitive examination to recruit **15 (fifteen) student Senior Youth and Action Counsellors (CPJA) and 15 (fifteen) student Youth and Action Counsellors (CJA)** into the National Institute of Youths and Sports (NIYS) Yaounde is hereby announced for the **unique Yaounde examination center**, for the 2017/2018 academic year:-

(2) The physical part of the said competitive examination shall take place on **10 and 11 October 2017** and the written part shall be conducted on **14 and 15 October 2017**.

(3) Distribution of places



INJS	External Candidates	QUOTA	
		Internal Candidates	
		Civilians	Armed Forces , Police and Penitentiary Administration
Senior Youth and Action Counsellors (CPJA)	13 places	01 place	01 place
Youth and Action Counsellors (CJA)	13 places	01 place	01 place

Article 2.- GENERAL REQUIREMENTS TO SIT THE COMPETITIVE EXAMINATIONS.

a) General conditions:

The examinations shall be open to all Cameroonians who meet the following conditions:

- 1) Fulfil the general requirements for employment into the Public Service as well as the conditions laid down by the general rules and regulations of the Public Service.
- 2) Be physically fit to work as a Youth and Action Counsellor.
- 3) Be 17 (seventeen) years of age, at least or 31 (thirty-one) years at most, as at 1st January 2017 (**be born between 01/01/ 1986 and 01/01/2000**) for external candidates and 40 (forty) years of age at most, as at 1st January 2017 (**be born between 01/01/1977 and 01/01/2000**) for internal candidates.

2) Specific conditions:

1- For the admission into the cycle of Senior Youth and Action Counsellors (CPJA)

- **For external candidates**, be holder of a **University degree** (all options) or any other equivalent diploma issued by a recognised foreign university at the date of submission of file;

- **For internal candidates**, be **Youth and Action Counsellor (CJA)** with at least 3 (three) years of seniority as at 1st January 2017 or be a civil servant of the Armed Forces and Penitentiary Administration, fulfilling the same specific conditions required from external candidates and with at least 3 (three) years seniority as at 1st January 2017.

2- For admission into the cycle of Youth and Action Counsellors (CJA)

- **For external candidates**, be holder of the **Baccalaureate** diploma of General Secondary Education (all series) or the **General Certificate of Education Advanced Level (GCE-A/L)** in two papers excluding "religious knowledge" or any other recognized equivalent certificate;

- **For internal candidates**, be **Senior Youth and Action Instructor** with at least 3 (three) years of seniority as at 1st January 2017 or be a civil servant of the Armed Forces and Penitentiary Administration, fulfilling the same specific conditions required from external candidates and with at least 3 (three) years seniority as at 1st January 2017.



Article 3.- FILE COMPOSITION

Candidates' complete files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, (4th floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service, not later than **Friday 29 September 2017**. The files shall comprise the following documents:

- For External Candidates:

1. a registration form bearing a **CFA 1 000 francs** fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or all

its Regional Delegations or downloaded at the following website address:

<http://www.minfopra.gov.cm>;

2. a certified true copy of birth certificate signed by a competent civil authority;
3. a certificate of non-conviction;
4. a certified true copy of the required certificate signed by a competent civil authority;
5. an attestation of presentation of the original of the certificate signed by a competent civil authority;
6. a medical certificate issued by a public sector Medical Officer;
7. an information sheet duly legalized by a competent authority
8. a receipt attesting payment of the sum of CFA 15 000 (fifteen thousand) francs issued by either the Service Head for Direct and Scholarship Competitive Examinations at the Ministry or the Service Head for Recruitment and Training at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
9. two passport-size photographs;
10. an envelope bearing a CFA 500 francs stamp and the candidate's address.

– ***For internal candidates:***

1. a registration form bearing a CFA 1 000 francs fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or all its Regional Delegations or downloaded at the following website address: <http://www.minfopra.gov.cm>;
2. a copy of the absorption or reclassification instrument;
3. a receipt attesting payment of the sum of CFA 20 000 (twenty thousand) francs issued by either the Service Head for Direct and Scholarship Competitive Examinations at the Ministry or the Service Head for Recruitment and Training at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
4. an authorization to sit the examinations issued by the Minister of the Public Service and Administrative Reform, after prior approval of the minister under whom the candidate is working;
5. an envelope bearing a CFA 500 francs stamp and the candidate's address.

NB:

- State employee candidates governed by the Labour Code who meet the conditions set out in Article 2 shall provide a copy of their contract or decision of employment.
- Incomplete or late files or files containing documents signed by the police shall not be accepted.
- All documents should be certified by a competent civil, municipal or legal authorities and not more than 3 (three) months old.

Article 4.- TIMETABLE AND MODALITIES FOR THE EXAMINATIONS.

The physical, written and oral parts of the examination shall be scheduled as follows:

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VISA	
006043	26 SEP 2017
PRIME MINISTER'S OFFICE	

1. Physical part

Dates	Nature	Boys	Girls	Coef.	Eliminatory mark
10 October 2017	Track Events	100 m or 1000 m	100m or 600m	1	5/20
	Jumping	High, Long jump or Triple jump		1	5/20
11 October 2017	Throwing exercises	5 kg shot put , Javelin or Discus	3 kg shot put, Discus or Javelin	1	5/20
	One collective sport	Foot-ball, Basket-ball, Volley-ball or Hand-ball		2	5/20

N.B: The venue of the physical part of the examinations shall be announced over the radio and on notice boards.

2. Written Part

Dates	Papers	Period	Time allowed	Coef.	Eliminatory mark
14 October 2017	General Knowledge	8 a.m. - 12 p.m.	4 hrs.	3	5/20
	Economic, Political and Human Geography	1 p.m. - 4 p.m.	3 hrs.	3	5/20
15 October 2017	Summary	8 a.m. - 12 p.m.	4 hrs.	2	5/20
	Language (French for Anglophone and English for Francophone candidates)	1 p.m. - 3 p.m.	2 hrs.	2	5/20

3. Oral examination for candidates who have been declared successful in the written part

Dates	Period	Nature of paper	Time	Coef.
To be announced	From 8 a.m.	Interview with a jury	-	2

Article 5.- PUBLICATION OF RESULTS

Results of this competitive entrance examination shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Article 6.- (1) In addition to candidates finally declared successful in these competitive examinations, and in conformity with INJS adopting the **Bachelor-Master's-Doctorate system**, shall equally be admitted into the first year CPJA₁, the 1/3 of CJA₃, which are in the graduating classes of the first cycle of INJS.

(2) Admission of these students into the first year of CPJA₁ shall be done through an instrument signed by the Minister of the Public Service and Administrative Reform.

(3) (a) In the absence of candidates from the Armed Forces, Police and Penitentiary Administration, the number of places reserved for the latter shall be allocated to civilian internal candidates.



(b) In the absence of internal candidates or when there is not a quorum, the number of places reserved for the latter shall be allocated to external candidates.

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

Yaounde, 03 OCT 2017

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**The Minister of the Public Service
and Administrative Reform**



ANGOUING Michel Ange