

ORDER No. **1/005865**/MINFOPRA OF **01 JUL 2019**

To announce direct competitive examinations to recruit 100 (one hundred) personnel into the corps of Revenue Services (Treasury) civil servants, for the 2019 session.

# THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

Mindful of the Constitution;

Mindful of decree No.75/776 of 18 December 1975 on the Special Rules and Regulations of the corps of Revenue Services 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.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;

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

Mindful of letter No.000818/L/MINFI/DGTCFM/DAG of 14 March 2018 to solicit the recruitment, for a period of three years, of Executing Staff of the Revenue Services (Treasury),

## HEREBY ORDERS AS FOLLOWS:

**Article 1.-** a) Direct competitive examinations to recruit personnel into the corps of Revenue Services (Treasury) civil servants have been announced distributed as follows:

- 50 (fifty) Assistant Treasury Controllers of the "C" category of the Public Service;
- 50 (fifty) Clerical Assistants of Treasury of the "D" category of the Public Service;

b) The said competitive examinations shall take place on **31 August and 1<sup>st</sup> September 2019** in all the regional headquarters of the country.

## **Article 2.- REQUIREMENTS.**

These examinations shall be open to candidates who fulfil the requirements for admission into government employment and conditions laid down by the General Rules and Regulations of the Public Service.

Grades	Categories	Age limit	Specific conditions
Assistant Treasury Controllers	C	be 17 years at least and 29 years at most as at 1 <sup>st</sup> January 2019 (born between 01/01/1990 and 01/01/2002).	be holder of the General Certificate of Education Ordinary Level (GCE-O/L), obtained in four subjects (excluding Religious Knowledge); the Brevet d'Etudes du Premier Cycle (BEPC) certificate; the Certificat d'Aptitude Professionnelle (CAP) or any other recognized equivalent certificate.
Clerical Assistants of Treasury	D	be 17 years at least and 29 years at most as at 1 <sup>st</sup> January 2019 (born between 01/01/1990 and 01/01/2002).	be holder of the First School Leaving Certificate (FSLC) or the CEP (Certificat d'Etudes Primaires).



### Article 3.- FILE COMPOSITION.

Candidates' complete application files 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 (4<sup>th</sup> floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service, Recruitment and Training Service, latest **Friday 16 August 2019**. The files shall comprise the following documents:

1. 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>;
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 original of the required certificate signed by a competent civil authority;
6. a medical certificate issued by a public sector Medical Officer;
7. a receipt attesting payment of a registration fee of **CFA 15 000 francs** (fifteen thousand) issued by an **EXPRESS UNION** official at the place of submission of the application files;
8. 2 (two) passport-size photographs;
9. an envelope bearing a **CFA 500 francs** stamp and the candidate's address.

#### N.B:

- 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.
- 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 these competitive examinations shall be that of Form five for candidates of the "C" category and class 6 of primary schools for those of the "D" category.
2. The written parts of the examination shall be scheduled as follows:

Dates	Examinations	Paper	Time	Time allowed	Coef.	Eliminatory mark
31 August 2019	Assistant Treasury Controllers	Listening and Reading Comprehension	8 a.m. - 10 a.m.	2 hrs.	5	5/20
		Mathematics	11 a.m. - 2 p.m.	3 hrs.	4	5/20
		Essay	3 p.m. - 5 p.m.	2 hrs.	3	5/20
1 <sup>st</sup> September 2019	Clerical Assistant of Treasury	Dictation and Reading Comprehension	8 a.m. - 10 a.m.	2 hrs.	5	5/20
		Mathematics	11 a.m. - 1 p.m.	2 hrs.	4	5/20
		Composition	2 p.m. - 4 p.m.	2 hrs.	3	5/20

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



**Article 5.- PUBLICATION OF RESULTS.**


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

**Article 6.-**This order shall be registered and published wherever necessary.



Yaounde, 01 JUL 2019



  
**JOSEPH LE**  
Minister of the Public Service  
and Administrative Reform