

MINISTRY OF PUBLIC SERVICE AND ADMINISTRATIVE REFORM



INSTITUT SUPERIEUR DE
MANAGEMENT PUBLIC

ADVANCED INSTITUTE OF
PUBLIC MANAGEMENT

COMPETITIVE ENTRANCE EXAMINATION NOTICE

The Minister of Public Service and Administrative Reform (MINFOPRA) informs the general public that:

A competitive entrance examination for the recruitment of ninety-five (95) auditors/students into the Professional Master Degree in Public Management Programme is opened at the Advanced Institute of Public Management (ISMP) for the academic years 2021-2022 and 2022-2023 (two-year training).

Two paths are proposed: **Management of Public Organisations (MOP)** and **Management of Decentralised Territorial Communities (MCTD)**

The number of available places are distributed as follows:

Path	MOP	MCTD
Course centres		
Yaounde-Central (evening classes)	45	00
Yaounde-Region (day classes in groups)	30	20
Total	75	20

I- REQUIREMENTS TO SIT THE COMPETITIVE EXAMINATION

Candidates shall meet the following requirements:

- a) Be a holder of Bachelor Degree or any other equivalent diploma;
- b) Provide evidence of relevant professional experience of at least five (05) years by the closing date of the competitive examination;
- c) Provide evidence of management experience of at least two (02) years by the closing date of the competitive examination.

II- APPLICATION FILE COMPOSITION

Candidates' complete application files shall be submitted latest **December 21st, 2020** to the Secretariat of the Division of Higher Training and Research of ISMP/Nylon - Bastos, or sent by e-mail as scanned documents to the following address: ismp2035@gmail.com. The files shall comprise the following documents:

Block 1: Application documents

- a stamped application for admission on a form to be collected at ISMP or to be downloaded at www.facebook.com/ism2035 or to be requested from ism2035@gmail.com or through whatsapp 698 443 737;
- An authorization to compete from the candidate's employer (Minister, General Manager, Head of organization under whom he/she works...);
- A detailed and signed curriculum vitae;
- Four (4) passport-size photographs;
- A FCFA 30,000 receipt issued by the accounting officer of ISMP representing examination fees (non-refundable). These fees can be paid into the SCB Cameroon account 10002 00031 114066 23150 81 or directly to the Accounting Officer of ISMP.

Block 2: Supporting documents

- A certified true copy of the last two diplomas (Bachelor degree included) not older than three (03) months;
- A certified true copy of birth certificate not older than three (03) months;
- Certified true copies of transcripts of the Bachelor degree or any recognized equivalent diploma;
- A medical certificate not older than three (03) months;
- Attestations of presentation of original diplomas (Bachelor degree, Master degree, etc.) signed by the Governor of the Region or Senior Divisional Officer;
- Letters of encouragement and/or congratulations received (where applicable);
- A large envelope bearing a stamp and the candidate's address.

Any incomplete or late files, or files containing documents signed by the police shall be rejected. Documents certified by administrative, municipal or judicial authorities must not be older than three (03) months at the time of submission. For further information, contact the Secretariat of the Division of Higher training and Research of ISMP.

III- EXAMINATION SYLLABUS AND TIMETABLES.

This examination that shall take place in Yaounde, the only examination centre, shall be schedule as follows:

Dates	Papers	Time	Durations	Eliminatory mark
14/01/2021	General knowledge	8am-12pm	4h	05/20
15/01/2021	Oral	8am-5pm	8h	05/20

The time limit for access to the classrooms is 7am prompt.

Contacts : (237) 243 267 670 ; 698 443 737, 677 40 03 29 ; 677 38 52 46 ; 677 89 76 91.

The Minister of Public Service
and Administrative Reform



Joseph LÉ

05 NOV 2020