

ORDER No. 1/007933 MINFOPRA OF 25 OCT 2018

to announce professional competitive examination for the recruitment of 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 ;

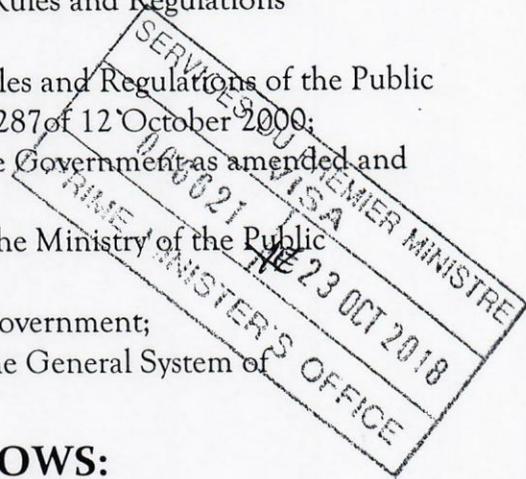
Mindful of decree No.94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service as amended and supplemented by decree No.2000/287 of 12 October 2000;

Mindful of decree No.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 System of Government Competitive Examinations,



**HEREBY ORDERS AS FOLLOWS:**

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

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

b) The written part of this examination shall take place on the **15<sup>th</sup> December 2018** in Yaounde, the **only examination Centre**.

**Article 2: REQUIREMENTS.**

| Nature of examination              | Cat. | Age limit  | Seniority required   | Remarks  |
|------------------------------------|------|--|--|--|
| Senior Assistant Surveys Engineers | A2   | 50 years at most on 1 <sup>st</sup> January 2018 (be born after 31/12/1967). | Five years' effective service in the grade as at 1 <sup>st</sup> January 2018. | Open for Assistant Surveys Engineers, category 'A1'. |
| Assistant Surveys Engineers        | A1   | 50 years at most on 1 <sup>st</sup> January 2018 (be born after 31/12/1967). | Five years' effective service in the grade as at 1 <sup>st</sup> January 2018. | Open for Senior Surveys Technicians, category 'B2'.  |

|                            |    |  |  |   |
|----------------------------|----|--|--|---|
| Senior Surveys Technicians | B2 | 50 years at most on 1 <sup>st</sup> January 2018 (be born after 31/12/1967). | Five years' effective service in the grade as at 1 <sup>st</sup> January 2018. | Open for Surveys Technicians, category 'B1'.          |
| Surveys Technicians        | B1 | 50 years at most on 1 <sup>st</sup> January 2018 (be born after 31/12/1967). | Five years' effective service in the grade as at 1 <sup>st</sup> January 2018. | Open for Assistant Surveys Technicians, category 'C'. |

**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, In-Service Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service and Administrative Reform, Recruitment and Training Service, not later than **Friday 30 November 2018**. The files shall comprise the following documents:

1. a registration form bearing a **CFA 1000 fiscal stamp**. The forms can be obtained from the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of the Public Service and Administrative Reform or downloaded on the website: <http://www.minfopra.gov.cm>;
2. a certified true copy of birth certificate signed by a competent civil authority;
3. a receipt attesting payment of a registration fee of **CFA 20 000 francs** (twenty thousand) issued by either the Service Head for In-Service Competitive Examinations 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;
4. a photocopy of the candidate's absorption;
5. a photocopy of the candidate's reclassification, advancement in grade or change of corps instrument, where applicable;
6. a photocopy of the last advancement;
7. an attestation of effective presence;
8. 2 (two) passport-size photographs;
9. an envelop bearing a **500 francs stamp**.



**N.B.:** a) All incomplete, late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

**Article 4: SYLLABUS AND EXAMINATION TIMETABLE.**

- 1- A detailed syllabus for the examination is appended to this order.
- 2- The written and oral parts of the examination shall be scheduled as follows:
  - a. Written part

| Date             | Paper             | Time allowed | Time             | Coef. | Eliminatory mark |
|------------------|-------------------|--------------|------------------|-------|------------------|
| 15 December 2018 | General Knowledge | 4 hrs.       | 8 a.m. – 12 a.m. | 4     | 5/20             |
|                  | Technical paper   | 4 hrs.       | 1 p.m. – 5 p.m.  | 6     | 5/20             |

Candidates are reminded that the latest time to arrive the examination centre is 7 a.m. prompt.

**b. Oral part**

Only for candidates declared successful in the written part.

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

The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

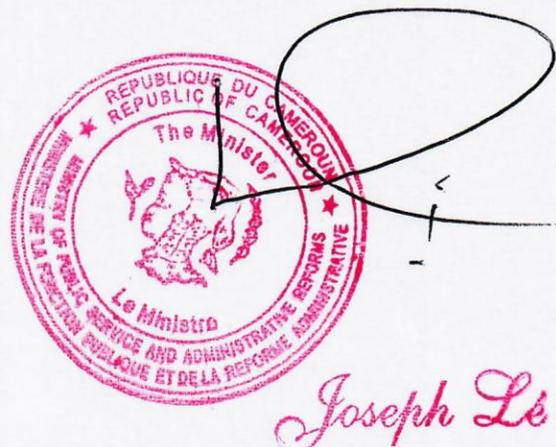
**Article 5: PUBLICATION OF RESULTS.**

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

Yaounde, 25 OCT 2018

**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM,**



**SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR  
THE RECRUITMENT OF PERSONNEL INTO THE CORPS OF SURVEYS**

| Paper                          | Syllabus   |
|--------------------------------|--|
| <b>General knowledge</b>       | <ol style="list-style-type: none"> <li>1. New Information Techniques (NITs);</li> <li>2. Technological evolution in topography;</li> <li>3. Impact of topography in development;</li> <li>4. Land activities in risk areas;</li> <li>5. Topography contribution in the prevention of disasters;</li> <li>6. Cartography/topography and development in the management and regional development.</li> </ol>  |
| <b>Law</b>                     | <ol style="list-style-type: none"> <li>1. Duties of the Surveys;</li> <li>2. Land and state property legislation;</li> <li>3. Family law;</li> <li>4. Law of succession.</li> </ol>  |
| <b>Topographic Technology</b>  | <ol style="list-style-type: none"> <li>1. Various types of positioning;</li> <li>2. Emphasis on Systematic error of settings;</li> <li>3. Choice of the type of materials to use depending on the exit scale;</li> <li>4. Determining the radius of curvature of a toric level;</li> <li>5. Comparative study between tools;</li> <li>6. Organization of a site.</li> </ol>  |
| <b>Topometric Calculations</b> | <ol style="list-style-type: none"> <li>1. Calculation of coordinates of a point by radiation;</li> <li>2. Calculation of flow scheme;</li> <li>3. Search of errors in a flow scheme;</li> <li>4. Calculation of a Nodal Point;</li> <li>5. Calculation of intersection, position, tipping-up, linkage, tri-latrilation;</li> <li>6. Circular linking process (linking process , circular linking process, clotoide, parabolic linking process);</li> <li>7. Calculation of areas.</li> </ol> |

