



DRAFT CRITERIA FOR SHORTLISTING CANDIDATES TO CONTEST FOR THE COMMISSIONER POSTS OF THE PUBLIC SERVICE COMMISSION (PSC)

1. Introduction

The Portfolio Committee received **172** numbers of applicants who responded to the advert to serve as the Commissioner for Public Service Commission. The Committee Support staff went through a rigorous process of capturing and analysing the curriculum vitae's of all the candidates, attached as Annexure A.

The Committee is guided by Section 196 (10) of the Constitution about a fit and proper candidate to be appointed as a Commissioner in the PSC. Parliament's Legal Service has been consulted to provide legal opinion in this regard on the interpretation of section 196 (10). The Committee adhered to the legal opinion and section 196 (10) of the Constitution at its initial stage of advertising the vacancies to the members of the public. Having received the legal opinion, the Committee can still develop criteria to justify, during shortlisting process, how a candidate deemed to be fit and proper will be identified for shortlisting. The Committee has to ensure transparent and fairness throughout the entire process.

It is quite critical and recommended that the Committee conducts credential verification of shortlisted candidates to ensure that all information supplied is correct and ensure that their appointment will not cause any conflict of interest. Parliament Support Staff to draft structured interview questions and memorandum around the mandate of the Public Service Commission to enable Members to conduct fair interviews. Structured questions should be distributed on the interview day. Interview questions does not limit a Member to make a follow up if candidate did not answer satisfactorily.

2. Criteria as per the mandate of the Public Service Commission

A candidate to be shortlisted has to:

- Be knowledgeable and skilled pertaining to government system as the post require a candidate to conduct oversight responsibility for the Public Service. Members have to be reminded that "Public Service Commission is custodian of good governance".
- Possess relevant qualifications in relation to the core mandate of the PSC. Members can motivate to the sub-committee through the Chairperson why qualifications of a candidate to be shortlisted is relevant to the position.
- Have appropriate/extensive experience in senior management level in either public or private sector. Middle management level can also be considered if a candidate meets other qualities mentioned.
- Have an understanding and previous experience with the PSC. This will serve as an added advantage for a candidate and for maintaining institutional memory.



- Demonstrate high levels of integrity.
- Have experience in terms of the key performance areas in line with Commission's mandate. Candidate could have acquired these capabilities and experience in his/her previous employment. These may include
 - ❖ Human resource management and leadership
 - ❖ Handling labour relations and labour practices
 - ❖ Engagement in service delivery matters or projects
 - ❖ Understanding of public administration investigations
 - ❖ Knowledge of research, monitoring and evaluation
 - ❖ Promoting professional ethics.