



## Expression of Interest for Freelance Trainers / Lecturers

The National Co-operative College (NCC) is a corporate body operating under the aegis of the Ministry of Industrial Development, SMEs & Cooperatives. As the training arm of the local Co-operative movement, NCC is mandated, amongst others, to impart education and training primarily to the stakeholders of co-operatives for improving the operational efficiency of their societies while at the same time promoting and disseminating the concept, philosophy and doctrines of Co-operative entrepreneurship among youth, women and public at large in a bid to empower them to become micro entrepreneurs adopting the Co-operative approach and hence integrate them in the local Co-operative movement.

**NCC is inviting Expressions of Interest from candidates** possessing the required qualifications and experience to provide service as Freelance Trainers on an **'as and when required basis'** at the NCC and at its approved centres island wide in the following subjects:

1. Cooperative Philosophy and Values
2. Cooperative Law and Practice in Mauritius
3. Cooperative Risk Management
4. Cooperative Management and Administration
5. Cooperative Banking and Financial Services
6. Managing a Cooperative Enterprise
7. Fundamentals of Entrepreneurship and Business Plan
8. Project Management and Writing Techniques
9. Writing Simple Business Plan for Cooperative Entrepreneurs
10. Marketing and Customer Care
11. Procurement
12. Supply Chain Management
13. Retail Business Management
14. Leadership and Communication Skills in Cooperatives
15. Book-keeping and Accountancy for Cooperatives
16. Costing and Budgeting
17. Financial Management
18. Internal Control
19. Business Plan and Project Management in Cooperatives
20. Good Governance and Best Practices in Cooperatives
21. Import and Export Procedures in Cooperatives
22. Quality Control and Management in Cooperatives
23. ISO Standards and Quality Management in Cooperatives
24. Essentials of Co-operative Operations Management
25. Customer Care and Retail Business Management

26. Procurement and Supply Chain Management
27. Basic ICT Skills for Cooperative Entrepreneurs
28. Digital Marketing and Mobile Literacy for Cooperatives
29. Early Childhood Education and Care
30. Elderly Care & Caring
31. Elderly or Disabled Caregiving
32. Event Design & Management
33. Garment Making / Tailoring
34. Eco-Bag Making
35. Beauty Care, Makeup and Mehendi Design
36. Hairdressing, Styling and Grooming
37. Handicraft
38. Fusion Cuisine
39. Interior Decoration / Home Decoration
40. Footwear / Leather Craft
41. Fashion Design
42. Food Preservation and Desserts
43. Ayurvedic Massage Therapy
44. Glass Painting & Pyrogravure
45. Fancy Jewellery / Floral Decoration
46. Jute Fabric and Handicraft / Fibre Craft
47. Candle making & carving
48. Paper Craft
49. Macramé Making
50. Madhubani Art
51. Textile Recycle Craft
52. Catering & Hospitality
53. Housekeeping
54. Domestic Cleaning
55. Bio Organic Farming and Zero Budget Farming

**Qualifications:**

For subjects 1 to 33, candidates should possess at least a bachelor's degree from a recognised tertiary institution and for subjects 34 to 55, candidates should possess a Cambridge Higher School Certificate or passes in at least two subjects obtained on one Certificate at the General Certificate of Education "Advanced Level" and a Certificate in the relevant field from a recognised institution acceptable to the Board.

In addition, all applicants should:

- a) be MQA registered and should reckon at least two years' training/teaching experience in their field of interest.
- b) produce written evidence of qualifications/experience claimed.
- c) be available to serve on an 'as and when required' basis; and
- d) submit copy of a Certificate of Character or produce same at the time of interview.

**Mode of Application:**

Interested candidates can submit their applications online by downloading the application form and attach all the relevant documents **or submit** their applications by registered post to:

**The Director,  
National Cooperative College,  
Bois Marchand Road,  
Terre Rouge.**

**Note: Candidates can apply to lecture on different courses and they should mention same on the application form.**

**Closing date for submission of application: 07 July 2023 by 15:00 hrs at latest.**

The National Co-operative College reserves the right:

- a) to call for interview only suitably qualified candidates; and
- b) not to make any appointment as a result of this advertisement.

Date: 23 June 2023