

ORDER No. 1/007924 /MINFOPRA OF 25 OCT 2018  
to announce professional competitive examinations for the recruitment of personnel into the Posts and Telecommunications Operations civil servants, 2018 session.

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

Mindful of the Constitution;  
Mindful of decree No.75/767 of 18 December 1975 to lay down the Special Rules and Regulations of the corps of Posts and Telecommunications Operations civil;  
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 examinations to recruit personnel into the corps of Posts and Telecommunications Operations civil servants have been announced. The number of available places for the various categories is distributed as follows:

**1 - Telecommunications Operations:**

- **10 (ten) Senior Posts and Telecommunications Inspectors:**  
Telecommunications Operations, of the second grade of the 'A' category of the Public Service;
- **15 (fifteen) Posts and Telecommunications Inspectors:**  
Telecommunications Operations, of the first grade of the 'A' category of the Public Service;
- **20 (twenty) Senior Posts and Telecommunications Controllers:**  
Telecommunications Operations, of the second grade of the 'B' category of the Public Service;
- **25 (twenty five) Posts and Telecommunications Controllers:**  
Telecommunications Operations, of the first grade of the 'B' category of the Public Service;

**2 - Financial and Postal Services:**

- **10 (ten) Senior Posts and Telecommunications Inspectors:** Financial and Postal Services, of the second grade of the 'A' category of the Public Service;

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- 15 (fifteen) Posts and Telecommunications Inspectors: Financial and Postal Services, of the first grade of the 'A' category of the Public Service;
- 20 (twenty) Senior Posts and Telecommunications Controllers: Financial and Postal Services, of the second grade of the 'B' category of the Public Service;
- 25 (twenty five) Posts and Telecommunications Controllers: Financial and Postal Services, of the first grade of the 'B' category of the Public Service;

b) The said competitive examinations shall take place on **8<sup>th</sup> December 2018** in Yaounde, the only examination Centre



**Article 2: GENERAL REQUIREMENTS**

Nature of competitive examination	Cat.	Age limit	Seniority required	Remarks
<b>Telecommunications Operations and Financial and Postal Services</b>				
Senior Inspectors	A2	50 years at most as at 1 <sup>st</sup> January 2018 (born after 31/12/1967)	Having served for at least five years in the grade as at 1 <sup>st</sup> January 2018	Open for Posts and Telecommunications Inspectors
Inspectors	A1	50 years at most as at 1 <sup>st</sup> January 2018 (born after 31/12/1967)	Having served for at least five years in the grade at 1 <sup>st</sup> January 2018	Open for Senior Posts and Telecommunications Controllers
Senior Controllers	B2	50 years at most as at 1 <sup>st</sup> January 2018 (born after 31/12/1967)	Having served for at least five years in the grade at 1 <sup>st</sup> January 2018	Open for Controllers
Controllers	B1	50 years at most as at 1 <sup>st</sup> January 2018 (born after 31/12/1967)	Having served for at least five years in the grade at 1 <sup>st</sup> January 2018	Open for Posts and Telecommunications Clerks

**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 CFA 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. The detailed syllabus for these competitive examinations is appended to this order
2. The written and oral parts of the examination shall take place as follows:

**a. Written part**

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

- Candidates are reminded that the latest time to arrive in the examination centre is 7:00 a.m. prompt.

**b. Oral part**

- Only for candidates who have been declared successful in the written part of the examinations for the 'A' and 'B' categories

Date	Paper	Coef.	Time
To be announced	Interview with a panel	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.

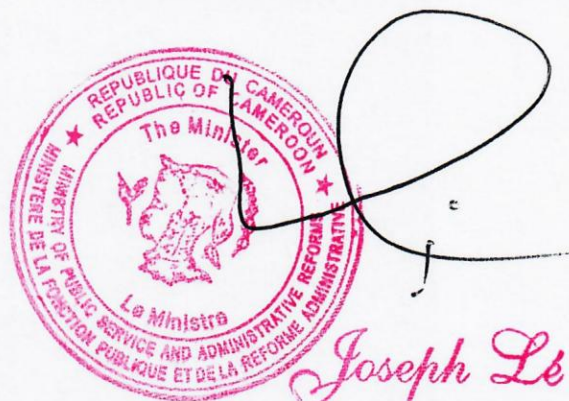
**Article 5.- PUBLICATION OF RESULTS.**

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 TO RECRUIT  
CIVIL SERVANTS INTO THE CORPS OF POSTS AND TELECOMMUNICATIONS  
OPERATIONS AND FINANCIAL AND POSTAL SERVICES**

No.	Nature of competitive examination	Syllabus
1	<b>Senior Posts and Telecommunications Inspectors /Posts and Telecommunications Inspectors:</b> Telecommunications Operations	<b>I- General knowledge</b> <b>II- Technical paper and oral part:</b> A- Telecommunications regulations; B-Telecommunications and ITC environment in Cameroon; C- Telephone operations; D- Telecommunications laws: legal system.
2	<b>Senior Posts and Telecommunications Inspectors /Posts and Telecommunications Inspectors:</b> Financial and Postal Services	<b>I- General knowledge</b> <b>II- Technical paper and oral part:</b> A- Postal regulations B- Postal environment in Cameroon C- Money order (issuing money orders in and out of the country, payment of money orders and special cases); D-Electronic money orders; E- Postal cheques (opening an account, payment into and withdrawal from an account); F- Post Office Savings Bank (opening an account, payment into an account, refunds and sundry operations); G- Postal services (postal regulations, mail and postal parcels, postal laws and accounting).
3	<b>Senior Posts and Telecommunications Controllers:</b> Telecommunications Operations	<b>I- General knowledge</b> <b>II- Technical paper and oral part:</b> A- Telecommunications regulations; B-Telephone operations; C- Writing telegrams; D- Revenue accounting; E-Telecommunications environment in Cameroon; F-Telecommunications laws: legal system.

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4	<p><b>Senior Posts and Telecommunications Controllers:</b> Financial and Postal Services</p>	<p><b>I- General knowledge</b>  <b>II- Technical paper and oral part:</b>  A- Postal regulations;  B- Postal environment in Cameroon  C- Money order (issuing money orders in and out of the country, payment of money orders and special cases);  D-Electronic money orders;  E- Postal cheques (opening an account, payment into and withdrawal from an account);  F- Post Office Savings Bank (opening an account, payment into an account, refunds and sundry operations);  G- Postal services (postal regulations, mail and postal parcel, postal laws and accounting).</p>
5	<p><b>Posts and Telecommunications Controllers:</b> Telecommunications Operations</p>	<p><b>I- General knowledge</b>  <b>II- Technical paper and oral part:</b>  A- Writing telegrams and telegram operations;  B- Telephone communication skills;  C-Telephone operations;  D- Revenue accounting;  E- Telecommunications laws.</p>
6	<p><b>Posts and Telecommunications Controllers:</b> Financial and Postal Services</p>	<p><b>I- General knowledge</b>  <b>II- Technical paper and oral part:</b>  A- Money order (issuing money orders in and out of the country, payment of money orders and special cases);  B - Electronic money orders  C- Postal cheques (opening an account, payment into and withdrawal from an account)  D- Post Office Savings Bank (opening an account, payment into an account, refunds and sundry operations);  E-Postal services (postal regulations, mail and postal parcel, postal laws and accounting).</p>

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