

# NOTICE OF VACANCY



**Prime Partners Ltd (PPL)**, a wholly owned subsidiary of The State Investment Corporation Limited (SIC), is involved in the provision of a wide range of corporate services to domestic companies.

**Prime Partners Ltd** is looking for dynamic and experienced candidates for the following positions:

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## **SENIOR CORPORATE ADMINISTRATOR**

- CGI (formerly ICSA qualified) or any other qualification acceptable to the Board;
- A minimum of 5 years' experience in company secretarial function;
- High level of verbal, written and interpersonal communication and flexibility, combined with solid analytical and problem solving skills; and
- Familiar with laws and regulations governing companies.

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## **CORPORATE ADMINISTRATOR**

- Partly-qualified CGI or any other qualification acceptable to the Board;
- Good level of verbal, written and interpersonal communication organizational and computer skills; and
- Familiar with laws and regulations governing companies.

## **MAIN DUTIES, RESPONSIBILITIES AND OTHER REQUIREMENTS**

Detailed list of duties, responsibilities and requirements for the above posts can be downloaded from the website of SIC at <http://www.stateinvestment.mu> under "Careers".

## **MODE OF APPLICATION**

Interested candidates are invited to submit by **Friday 27<sup>th</sup> February 2026 at 15 00 hours**, their applications together with their updated Curriculum Vitae (CV) by email at [adminppl@primepartners.mu](mailto:adminppl@primepartners.mu).

## **DISCLAIMER**

The Company reserves the right to call only the best candidates to participate in the selection exercise and not to make any appointment following this advertisement.

Date: 09<sup>th</sup> February 2026