



002833 / Adm 2/CA
CALL FOR APPLICATIONS No. _____ /AAC/NASLA/DGA/DECS/SDECC/SC OF 28 AOÛT 2024

To select trainees of the In-service Training Programme at the National School of Local Administration (NASLA) - BUEA, for the second semester of the 2024 training period.

A call for applications for the In-service Training Programme for professionals working in areas of competence and specialties in local administration in Cameroon and abroad is open for the second semester of the 2024 training period at NASLA.

Interested candidates must fulfil the following requirements:

1) Application requirements

- Have at least three (3) years of professional experience in a Regional and Local Authority (RLA), an RLA association, a central administration or a Deconcentrated service of the State, a public or private organisation, a national or international association or operator, connected with decentralization, governance, democracy and local development,
- Be a holder of one of the certificates specified in the table below,
- Be computer and internet literate (for on line training).

2) Number of places, level required, mode and cost of training per available job skill

RLA JOBS	NUMBERS OF PLACES	REQUIRED CERTIFICATE IN ADDITION TO YEARS OF PROFESSIONAL EXPERIENCE	TRAINNG MODE	SCHOOL FEES
Territorial Development Officer	75	At least an A' Level +2 or; Cycle I CEFAM Diploma or; Cycle II CEFAM Diploma + A' Level (or its equivalence).	On campus	Cameroonians: CFAF 750,000 Foreigners: CFAF 1,000,000
RLA Secretary General	60	At least an A' Level +2 or; Cycle I CEFAM Diploma or; Cycle II CEFAM Diploma + A' Level (or any equivalent certificate).	On line + on campus sessions eventually	Cameroonians: CFAF 750,000 Foreigners: CFAF 1,000,000
RLA Official in charge of Technical Services	80	A' level or other equivalent certificate; Cycle I CEFAM Diploma or; Cycle II CEFAM Diploma + A' Level (or any equivalent certificate).	On campus	Cameroonians: CFAF 750,000 Foreigners: CFAF 1,000,000

RLA Official in charge of Budgetary, Financial and Accounting Management	60	At least A' Level +2 years in the domain of finance, accounting or administration or; Cycle I CEFAM Diploma or; Cycle II CEFAM Diploma + A' Level (or any equivalent certificate).	On line + on campus sessions eventually	Cameroonians: CFAF 750,000 Foreigners: CFAF 1,000,000
RLA Official in charge of civil status	25	A' level or other equivalent certificate; Cycle I CEFAM Diploma or; Cycle II CEFAM Diploma + A' Level (or any equivalent certificate); Cycle II CEFAM Diploma	On line + on campus sessions eventually	Cameroonians: CFAF 500,000 Foreigners: CFAF 750.000
TOTAL	300			

The number of places reserved for foreigners per job is 5% of the total number of places to be allocated, rounded up to the nearest whole number if necessary.

3) Selection schedule and training venue

- Deadline for submission of application files: **27 September 2024**
- Anticipated date for the selection interview: **15 October 2024**
- Anticipated date of publication of final result: **21 October 2024**
- Anticipated start date of the on line and on campus training: **4 November 2024**

4) Specific requirements:

The application file must contain the following documents:

- an application form to be filled on line and available on the website: www.nasla.cm;
- a certified true copy of the employment contract or integration document, not more than three (03) months old;
- a attestation of effective presence at work;
- a certified true copy of the required certificate, not more than three (03) months old;
- a photocopy of national identity card or passport;
- a photocopy of birth certificate;
- a curriculum vitae summarised on one (01) page maximum;
- a 4x4 colour passport size photograph;
- The original of a non-refundable payment receipt for file study, payable into the NASLA Account No. 0868 544 2000 25 opened at the Banque Internationale du Cameroun pour l'Epargne et le Cr dit (BICEC)

5) Place and deadline for submission of application files:

- a) Foreign and national candidates are requested to submit their application files:
- i. On line at the NASLA website: **www.nasla.cm** or;
 - ii. At NASLA headquarters in BUEA (Examinations Service), whereupon a receipt is issued.

b) Deadline for reception of application files: **Friday 27 September 2024.**

6) Duration of the training programme and admission requirements:

a) The duration of the training is 460 hours (320 lectures + 140 hours individual or tutorials);

b) Selection of candidates will be based on a file study taking into consideration their academic level, professional profile and motivations. Final selection is made after a selection interview (on campus or on line, at the discretion of the administration).

NB: Female candidates and persons with disabilities are encouraged to apply.

7) Financial requirements

A non-refundable file study fees of CFAF thirty-five thousand (35,000) should be paid only into the NASLA Account No. 0868 544 2000 25, at the Banque Internationale du Cameroun pour l'Epargne et le Cr dit (BICEC).

8) Useful contacts:

Tel: +237 233 32 20 40;

Email: Contact@nasla.cm ; www.nasla.cm

Mobile telephone number: 677 56 91 91 // 675 89 59 63



**The Director General
Le Directeur G n ral**

Fanyitiku E. Bayee
Senior Administrative Officer