Applications are invited from qualified Rodriguan candidates who wish to be considered for appointment as Pharmacist/Senior Pharmacist in the Medical and Health Services of the Rodrigues Regional Assembly (Health).

II. **AGE LIMIT**

Candidates, unless already in the Service, should not have reached their 40th birthday by the closing date for the submission of applications.

III. **QUALIFICATIONS**

Candidates should –

(i) be registered as Pharmacist in accordance with legislation in force in Mauritius;

(ii) have good communication and interpersonal skills; and

(iii) be computer literate.

**NOTE**

1. Candidates should produce written evidence of knowledge claimed.

IV. **ROLE AND RESPONSIBILITIES**

To be responsible for the efficient management of the Pharmacy Department of the Rodrigues Regional Assembly and supervising the pharmaceutical services provided in all Health Institutions in Rodrigues.

V. **DUTIES AND SALARY**

1. To be responsible to the Health Director and the Director, Pharmaceutical Services for –

   (i) managing, organising, co-ordinating and supervising the activities of the Pharmacy Department of the Rodrigues Regional Assembly and the work of all subordinate staff;
(ii) compiling the requirements of medicines, vaccines, sera and surgical dressings in respect of all Health Institutions in Rodrigues;

(iii) monitoring the stock levels of all pharmaceuticals including vaccines and sera with a view to ensuring availability and initiating action for replenishment;

(iv) exercising control over, and ensuring the safe storage of all medicines under appropriate conditions, including expensive, dangerous and psychotropic drugs, and to be responsible for the dispensing thereof;

(v) advising on and certifying all purchases of medicines and surgical dressings;

(vi) inspecting and ensuring the safe delivery of all consignments of Dangerous Drugs upon their arrival at Airport and Seaport;

(vii) accompanying the consignment from Airport and Seaport to Medical Stores, in the presence of other officers (Clearing Division) and ensuring the safe delivery to stores;

(viii) ensuring that the provisions of the Pharmacy Act, the Dangerous Drugs Act and any other legislation relating to pharmacy are strictly complied with;

(ix) ensuring that there is always adequate stock of medicines for supply to patients attending the various institutions;

(x) the training and examination of Student Pharmacy Technicians (now restyled Trainee Pharmacy Technicians) and Pharmacy Technicians as well as staff of private pharmacies;

(xi) advising and assisting the Police Department, the Mauritius Revenue Authority (Customs) and any other relevant authority on all matters relating to controlled drugs and the importation of medicine generally, as and when required;

(xii) acting as inspector of local manufacturing units and private pharmacies and attending parcel post, Airport and Seaport for verification of pharmaceuticals;

(xiii) making arrangements for the maintenance and repair of all equipment under his responsibility;

(xiv) advising on the local manufacture of pharmaceutical products and ensuring quality thereof;
(xv) advising on legislation relating to medicine and pharmacy;

(xvi) liaising with Medical Officers in relation to choice and rational use of drugs; and

(xvii) inspecting regularly all pharmaceutical sections of all Health Institutions in Rodrigues.

2. To use ICT in the performance of his duties.

3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Pharmacist/Senior Pharmacist in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 29,400 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 62,950 a month.

VI. MODE OF APPLICATION

1. Qualified candidates should submit their application on PSC Form 7 which may be obtained either from the Enquiry Counter of the Ministry of Civil Service and Administrative Reforms, Ground Floor, Emmanuel Anquetil Building, Port Louis or from the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side or from the Chief Commissioner’s Office, Port Mathurin, Rodrigues or from the offices of the Mauritius High Commissions/Embassies overseas.

2. This advertisement together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at http://psc.govmu.org

3. Acknowledgement of applications will be made, as far as possible, by e-mail. Candidates are therefore advised to submit their e-mail address.

4. Candidates are also advised to read carefully the “NOTES AND INSTRUCTIONS TO CANDIDATES” before filling in the Application Form. Care should be taken to fill in the Application Form correctly. Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant.

VII. CLOSING DATE

Applications should reach the Island Chief Executive, Chief Commissioner’s Office, Port Mathurin, Rodrigues, not later than 3.15 p.m. on Thursday 21 June 2018.
IMPORTANT

The post which falls under the Establishment of the Rodrigues Regional Assembly is restricted for service in Rodrigues only. Any request for transfer or promotion to any similar or other posts in Mauritius will not be considered at any stage from any person who is selected for appointment.

Date: 01 June 2018

Public Service Commission,
7, Louis Pasteur Street,
Forest Side,
MAURITIUS.