Vacancies for Post of Prisons Pharmacy Technician
Mauritius Prison Service

Applications are invited from qualified officers of the Mauritius Prison Service who wish to be considered for appointment as Prisons Pharmacy Technician in the Mauritius Prison Service.

II. QUALIFICATIONS

By selection from among officers in the grade of Prisons Officer/Senior Prisons Officer who reckon at least five years’ service in a substantive capacity in the grade and who possess the National Pharmacy Technician Diploma of the Mauritius Institute of Health or a Diploma in Pharmacy Technician from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

NOTE

The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities (Tertiary Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of Equivalence Certificate by the closing date.

III. ROLE AND RESPONSIBILITIES

To be responsible for the efficient and effective management of the Prison Pharmacy.

IV. DUTIES AND SALARY

1. To indent, collect, process and store drugs, medical instruments and equipment from the Central Supplies Division of the Ministry of Health and Wellness and Local Suppliers.

2. To keep records of all receipts and issues of drugs, medical instruments and equipment.

3. To process stock transfer and issue drugs and medicines to officers and other prison dispensaries.

4. To check quantity, quality and expiry dates of drugs and ensure their replenishment in a timely manner and avoid any stock out.

5. To ensure –
   (i) general tidiness and cleanliness; and
   (ii) that drugs are safely and clearly kept and displayed.
6. To compound drugs, medicines and prepare sterile pharmaceutical products.

7. To ensure compliance with procurement and supply regulations and procedures.

8. 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 Prisons Pharmacy Technician in the roles ascribed to him.

**Note**

Prisons Pharmacy Technicians will be required to work on a shift covering a 24-hour service including Saturdays, Sundays and Public Holidays and officially declared cyclone days.

The permanent and pensionable post carries salary in scale Rs 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 36,200 a month.

V. **MODE OF APPLICATION**

1. Qualified candidates should submit their application electronically via the website of the Public Service Commission at the following address: [http://psc.govmu.org/English/Pages/ServingOfficersHome.aspx](http://psc.govmu.org/English/Pages/ServingOfficersHome.aspx)

2. Candidates are requested to follow the procedures that can be accessed through the “How to Apply” option on the above link.

3. Candidates should submit a printed copy of their Application Form, duly signed, through the Commissioner of Prisons.

4. For queries regarding Username & Password, the Government Online Centre (GOC) may be contacted on the e-mail address support@ncb.mu or on phone number 454 9955.

5. For technical support and other queries, the helpdesk of the Public Service Commission may be contacted on e-mail address pdsc@govmu.org or phone number 670 9705 or fax number 670 3417.

6. Candidates are also advised to read carefully the “NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to PSC Circular Notes)” before filling in the Application Form. Care should be taken to fill in the online Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**
VI. **CLOSING DATE**

Applications should reach the Secretary, Public Service Commission **not later than 3.00 p.m (local time) on Monday 27 January 2020**. Applications received after the specified closing date and time will not be considered.

Date: 07 January 2020

Public Service Commission, 7, Louis Pasteur Street, **FOREST SIDE**.