

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 30 OF 2021

Vacancy for Post of Health Director
Rodrigues Regional Assembly (Health)

Applications are invited from qualified candidates who wish to be considered for employment as Health Director on a **contractual basis** in the Rodrigues Regional Assembly (Health) for an initial period of two years, which may be renewed thereafter.

II. AGE LIMIT

Candidates should not have reached their **65th** birthday by the closing date for the submission of applications.

III. QUALIFICATIONS

Candidates should -

- (a) be fully registered as medical practitioners in accordance with legislation in force in Mauritius;
- (b) possess any one of the following postgraduate qualifications obtained after at least one academic year of study –
 - Member of the Royal College of Physicians (M.R.C.P.)
 - Fellow of the Royal College of Surgeons (F.R.C.S.)
 - Diploma in Public Health (D.P.H.)
 - Diploma in Psychological Medicine (D.P.M.)
 - Diploma in Medical Radio-diagnosis [D.M.R.(D)]
 - Diploma in Medical Radiotherapy [D.M.R.(T)]

OR

an equivalent qualification acceptable to the Public Service Commission;

- (c) reckon at least ten years' experience as a medical practitioner;
- (d) have good organising ability and administrative potential;
- (e) possess good communication and interpersonal skills;
- (f) have the ability to lead and motivate a large staff; and
- (g) be computer literate.

NOTE

1. Candidates should produce written evidence of experience/knowledge claimed.
2. Service in the Ministry of Health and Wellness or any other Government organisation is desirable.
3. **Candidates should submit a copy of their Certificate of Registration as medical practitioner in Mauritius together with their Application Form.**
4. **The onus for the submission of written evidence of experience/knowledge claimed and equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of written evidence of experience/knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.**
5. Candidates may be required to sit for a written examination as part of the selection process.
6. The Commission reserves the right:
 - (i) to convene **only** the best qualified candidates for interview; and
 - (ii) not to make any appointment following this advertisement.

IV. ROLE AND RESPONSIBILITIES

To be responsible for the provision of health care services to the population of Rodrigues.

V. DUTIES

1. To be administratively responsible to the Departmental Head and technically to the Director-General, Health Services of the Ministry of Health and Wellness for the following -
 - (a) the implementation of all health programmes in Rodrigues;
 - (b) the management of the public hospital and the annexed health institutions in Rodrigues;
 - (c) ensuring that the hospital and the annexed health institutions are properly equipped, staffed and provided with a sufficient stock of drugs, implements, stores, appliances, provisions and other necessities;

- (d) exercising control and supervision over all grades of staff serving in the hospital and the annexed health institutions;
 - (e) maintaining discipline and ensuring that General and Departmental Orders are complied with;
 - (f) reporting on the work output and conduct of staff under his control;
 - (g) supervising the training of students;
 - (h) enlisting the support of patients and the public with a view to ensuring that optimum use is being made of available resources; and
 - (i) performing at least three sessions of clinical work weekly.
2. To ensure the implementation of the Performance Management System in the public hospital and the annexed health institutions in Rodrigues.
 3. To use ICT in the performance of his duties.
 4. 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 Health Director in the roles ascribed to him.

VI. SALARY, TERMS AND CONDITIONS OF EMPLOYMENT

The selected candidate will be offered **either assignment of duties** against the vacancy if he is a serving officer **or contract employment**, if he is not in the Public Service.

The terms and conditions are as follows:-

A. Assignment of duties

A public officer on permanent and pensionable establishment assigned the duties of Health Director in the Rodrigues Regional Assembly (Health) will be eligible for a topping allowance equivalent to the difference between the flat salary of the post and the salary drawn by the incumbent in his substantive post. The post carries a flat salary of Rs 98,000 a month.

The officer will benefit from all privileges attached to the post in accordance with the regulations governing employment in the Public Service.

B. Contract Employment

1. **Salary:** A flat salary of Rs 98,000 a month.
2. **Travelling Allowance:** In accordance with regulations in force.
3. **Leave:** In accordance with regulations in force.
4. **Passage Benefits:** Passage benefits at the rate of 5% of the annual salary. No passage benefits will be earned during the 21 days annual leave whether taken or cashed.
5. **Gratuity:** At the rate of two months' salary on completion of 12 months' satisfactory service.
6. **Termination of Contract:**
 - (a) The Government may at any time determine the employment of the officer by giving one month's notice in writing or by paying one month's salary.
 - (b) The officer may resign from his employment by giving one month's notice in writing or by paying one month's salary to the Government.
 - (c) Should the officer in any manner misconduct himself, the Government may terminate his employment forthwith and thereupon all the rights and advantages reserved shall cease.

C. If the selected candidate is not permanently domiciled in Rodrigues

1. **Accommodation:**
 - (i) Government quarters furnished with basic heavy furniture; and
 - (ii) where government quarters are not available, a monthly rent allowance at the approved rate will be paid to him.

2. **Transport of personal effects and motor vehicle:**

- (a) Free transport by sea of personal effects to the extent of six cubic metres; and
- (b) Free transport by sea of motor vehicle provided that the total volume of (a) and (b) does not exceed 12 cubic metres.

3. **Passages:**

Free passages to Rodrigues for self, spouse and up to three children under the age of twenty-one on assumption of duty and from Rodrigues on expiry of final contract.

VII. FRINGE BENEFITS

The Health Director is also entitled to the following benefits:-

(a) **Duty Free Facilities**

Either

100% remission for the purchase of a car with engine capacity of up to 1850 c.c. renewable once every five years or a car of higher engine capacity not exceeding 2250 c.c. provided the officer pays the difference in the excise duty.

Or

The payment of a monthly car allowance of Rs 9,000 in lieu of duty exemption.

An officer employed on a contract/gratuity basis:

- (i) who opts for duty exemption on a car or a monthly car allowance in lieu thereof should exercise the option at the beginning of the contract. The option for car allowance once exercised would be irrevocable for the duration of the first contract and may be reviewed upon renewal of his contract;
- (ii) who has opted for the monthly car allowance in lieu of the duty exemption facilities would not benefit from duty exemption until the expiry of the first contract;

- (iii) whose contract of employment comes to expiry or is terminated within four years as from the date of purchase of the duty exempted car should reimburse duty on a pro-rata basis;
- (iv) who has taken advantage of duty exemption on a car should pay proportionate duty if same is sold within four years as from the date of its purchase and reimburse outstanding loan, if any, on this car as per paragraph 18.2.35 (ii) PRB Report 2016 Vol. I; and
- (v) who is a retired public officer and has benefitted from duty exemption on a car and subsequently qualifies for same, by virtue of employment on contract, should not be allowed to purchase another duty free car within a period of five years as from date of first registration of the last duty exempted car in Mauritius.

(b) **Loan Facilities**

- (i) Loan facilities equivalent to 18 months' salary at interest rate of 4% per annum, the loan being refundable in 60 monthly instalments for the first purchase of a duty exempted car. When applying for a loan the officer should produce a bank guarantee to cover the full amount of the loan;
 - (ii) where the officer cannot subscribe to a bank guarantee to cover the full amount of the loan to which he is entitled to, he will be granted loan facilities up to a maximum of 12 months' salary at the interest rate of 4% per annum, refundable in 48 monthly instalments subject to the condition that he is legally bound to reimburse, forthwith, the outstanding loan on termination or expiry of his contract; and
 - (iii) where the officer has taken advantage of loan facilities from the Accountant-General Department and/or benefitted from duty exemption, he should reimburse the outstanding loan and proportionate duty, if any, within a month as from the date the contract comes to expiry or is terminated.
- (c) An allowance of Rs 13,500 annually for the purchase of Medical books, etc.
 - (d) Refund of the full amount of annual subscription fee payable to the Medical Council of Mauritius.
 - (e) An allowance of up to Rs 11,550 annually to meet expenses in connection with their professional development together with the grant of special leave up to a maximum of 10 days.

VIII. MODE OF APPLICATION

1. Qualified candidates are advised to submit their application **electronically** at the following address:

<https://psc.govmu.org>
2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from **9.00 a.m. to 3.30 p.m. on weekdays and not later than 3.00 p.m. on the closing date.**
3. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.
4. Candidates already in the service **should** submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.
5. Acknowledgement of applications will be made, as far as possible, by **e-mail**. Candidates are, therefore, advised to submit their e-mail address.
6. 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**.
7. For **technical support and other queries**, the helpdesk of the Public Service Commission may be contacted on the e-mail address **pdsc@govmu.org** or phone number **670 9705** or fax number **670 3417**.
8. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)”** 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.**
9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may submit their application on **PSC Form 7** which may be obtained **either** from the Enquiry Counter of the Ministry of Public Service, Administrative and Institutional 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.

IX. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 3.00 p.m. (local time) on Thursday 08 July 2021.** Applications received after the specified closing date and time will **not** be considered.

Date: 18 June 2021

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

