

PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 115 OF 2023

Vacancy for Post of Deputy Director, Pharmaceutical Services

Ministry of Health and Wellness

Applications are invited from qualified officers of the Ministry of Health and Wellness who wish to be considered for appointment as Deputy Director, Pharmaceutical Services in the Ministry.

II. QUALIFICATIONS

- A. By selection from among officers in the grades of –
- (i) Principal Pharmacist; and
 - (ii) Pharmacist/Senior Pharmacist who reckon at least seven years' service in a substantive capacity in the grade or an aggregate of seven years' service in a substantive capacity in the former grades of Senior Pharmacist and Pharmacist.
- B. Candidates should –
- (i) possess organising and supervisory skills;
 - (ii) be conversant with legislation relating to the pharmacy sector and drugs control; and
 - (iii) have the ability to lead a team of officers.

III. ROLE AND RESPONSIBILITIES

To assist in controlling the practice of pharmacy and ensuring compliance with the provisions of the Pharmacy Act, both in the public sector and the private sector.

IV. DUTIES AND SALARY

1. To assist the Director, Pharmaceutical Services in the daily administration of the Pharmacy Division and generally in the discharge of his duties and in particular to be responsible for –
- (i) advising on tender procedures for pharmaceuticals;
 - (ii) advising in the drafting of legislation relating to pharmaceutical trade and services;

- (iii) co-ordinating and supervising activities of the Pharmacy Division;
 - (iv) planning manpower requirements and training of staff;
 - (v) implementing legislation related to medicines and pharmacy;
 - (vi) re-engineering of services with respect to improved access to patients, drafting and disseminating practical guidelines, information to users and public complaint management;
 - (vii) controlling and ensuring the quality of pharmaceuticals (both locally manufactured and imported);
 - (viii) acting as liaison officer with other government institutions and regional and international organisations;
 - (ix) ensuring compliance with legislation related to pharmaceutical trade and services; and
 - (x) collaborating with the University of Mauritius (UOM), the Mauritius Institute of Health (MIH) or any other tertiary institution for the setting of syllabus and training of trainees.
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 Deputy Director, Pharmaceutical Services in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 57,600 x 1,700 – 64,400 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000 – 88,250 x 3,125 – 91,375 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:
<https://psc.govmu.org>
2. Candidates are requested to follow the procedures that can be accessed through the “**How to Apply**” option on the above address.

3. Candidates **should** also submit a printed copy of their Application Form, **duly signed**, through the Senior Chief Executive, Ministry of Health and Wellness.
4. For queries regarding **Username and 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 the 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

Online Applications should be submitted **not later than 15 00 hours (local time) on Monday 05 February 2024**. Applications received after the specified closing date and time will **not** be considered.

Date: 16 January 2024

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