

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 32 OF 2024

Vacancy for Post of Pharmacist/Senior Pharmacist Rodrigues Regional Assembly (Health)

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

II. AGE LIMIT

Candidates, unless already in the Service, should not have reached their **45th** 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.
2. **Candidates should submit a copy of their certificate of registration as Pharmacist together with their Application Form.**
3. **The onus for the submission of written evidence of knowledge claimed rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed, as appropriate, by the closing date.**
4. Candidates may be required to take part in a written examination.
5. 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 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 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 31,525 x 825 – 35,650 x 900 – 37,450 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 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 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.
2. This advertisement together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at **<https://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 candidate.**

VII. CLOSING DATE

Application Forms should reach the Island Chief Executive, Chief Commissioner's Office, Port Mathurin, Rodrigues, **not later than 15 15 hours (local time) on Thursday 13 June 2024.** Application Forms received after the specified closing date and time will **not** be considered.

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: 24 May 2024

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