MINISTRY OF HEALTH AND QUALITY OF LIFE

HANDYMAN (SPECIAL CLASS)

Salary: Rs 3,795 x 105 - 4,215 x 110 - 4,875 x 125 - 5,375 x 150 - 5,825 (WM 5)

Effective Date: 24 October 2001

Qualifications: By selection from among employees on the permanent and pensionable establishment of the Ministry who

(a) possess the Certificate of Primary Education; and
(b) are capable of dealing efficiently with members of the public.

Note: In the absence of candidates possessing the qualification at (a) above, consideration will be given to candidates who can show proof of being literate.

Duties:

1. To clean and upkeep all areas and sections of the health institutions including yards, floors, walls, windows, glass panes (internal and external), staircases, corridors, bathrooms, toilets and sluice rooms.
2. To clean crockery, bottles, utensils, instruments and other items in use at the health institutions.
3. To carry drugs, medicines, linen and other requirements from one health institution to another.
4. To carry stretchers, wheelchairs and trolleys with or without patients and attend to the needs of patients.
5. To carry containers, kits and other items to and from delivery vans, storerooms and distribution points.

CERTIFIED CORRECT

For Secretary for Public Service Affairs

Date: 24 OCT 2001
6. To carry specimens to laboratories, other institutions/sections of the Ministry and go on official errands.

7. To carry messages, answer telephone calls, and to take and transmit messages.

8. To assist in the receipt and distribution of commodities.

9. To dispose of domestic and clinical wastes and other items as directed.

10. To perform any unskilled manual work, as required.

11. To perform such cognate duties as may be assigned.