Ministry: Health and Quality of Life

Post: Senior Statistical Officer

Salary: Rs 9,870 x 300 – 11,370 x 400 – 12,570 (STA 3)

Effective Date: 8 March 2002

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Statistical Officer holding the Higher Certificate in Statistics of the United Kingdom Royal Statistical Society (formerly The Institute of Statisticians) or have been exempted therefrom, or an equivalent qualification acceptable to the Public Service Commission.

Duties:

1. To assist the Medical Statistician or Demographer in the performance of his duties.

2. To prepare and disseminate health statistical bulletins as and when required.

3. To prepare statistics for publication in the annual yearbooks and other reports.

4. To participate in the monitoring and evaluation of programmes.

5. To participate in surveys and studies including the design of forms and questionnaires for the collection of data from routine or adhoc sources.

6. To prepare and submit periodical reports.

7. To call at health institutions to assist staff in organising recordings of source data.

8. To train and supervise Statistical Officers.

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