

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Ministry:** Health and Wellness
- Post:** Senior Statistical Officer
- Salary:** Rs 22,575 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 38,350 (20 050 069)
- Effective Date:** 24 June 2021
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Statistical Officer who reckon at least three years' service in a substantive capacity in the grade and who –
- (i) have successfully followed a training course in Advanced Statistics of at least one year duration, as approved and arranged by the Ministry;
 - (ii) possess good interpersonal and communication skills;
 - (iii) possess supervisory and problem-solving skills; and
 - (iv) have the ability to work in a team and take initiatives.
- Duties:**
1. To assist the Principal Statistical Officer and/or the Health Statistician and/or the Demographer in the performance of his duties.
 2. To prepare and disseminate health statistical bulletins, as and when required.
 3. To participate in –
 - (i) the monitoring and evaluation of programmes; and
 - (ii) surveys and studies including the design of forms and questionnaires for the collection of data from routine or adhoc sources.
 4. To prepare –
 - (i) statistics for publication in the annual yearbooks and other reports; and
 - (ii) submit periodical reports.
 5. To perform complex calculations and computations.
 6. To apply simple statistical methods.

/2...



CERTIFIED CORRECT

.....
S. Chundusing
S. Chundusing (Mrs)
for Secretary for Public Service

24 June 2021

Date.....

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

-2-

7. To call at health institutions to assist staff in organising recordings of source data.
8. To train subordinate staff and evaluate and report on their performance.
9. To make use of softwares for computer processing.
10. To use ICT in the performance of his duties.
11. 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 Senior Statistical Officer in the roles ascribed to him.



CERTIFIED CORRECT

.....*S. Chundung*.....

S. Chundung (Mrs)
for Secretary for Public Service

24 June 2021

Date.....