

GOVERNMENT OF MAURITIUS

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

Ministry: Health and Quality of Life

Post: Manager, Hospital Logistics

Salary: Rs 22,000 x 600 – 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 45,000 (11 49 71)

Effective Date: 11 July 2012

Qualifications: By selection from among serving officers of the Ministry who –

- (a) possess –
 - (i) a Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”;
 - (ii) a degree in Engineering and Management or Management or Business Studies or Maintenance Management or Logistics Management from a recognised institution or a degree the major part of which is either Engineering and Management or Management or Business Studies or Maintenance Management or Logistics Management from a recognised institution; and
 - (iii) a Master’s Degree in the field of Engineering and Management or Management or Business Studies or Maintenance Management or Logistics Management from a recognised institution.

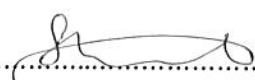
OR

Equivalent qualifications to (a)(i), (a)(ii) and (a)(iii) above acceptable to the Public Service Commission.

- (b) reckon at least 12 years’ experience in Hospital Logistics and Transport Management or Environmental Management;
- (c) possess leadership qualities and sound analytical, organisational, interpersonal and communication skills;
- (d) have the ability to work under pressure and take initiatives; and

2/...

CERTIFIED CORRECT



 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms

Date.....11.1 JUL 2012.....



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

-2-

- (e) are consistently committed to public sector goals and sound financial management.

Note

Qualification at (a)(i) above should have been obtained prior to qualification at (a)(ii) above and qualification at (a)(ii) above should have been obtained prior to qualification at (a)(iii) above. However, candidates who, as at 30 June 2008, did not possess the qualification at (a)(i) above but who possess the qualifications at (a)(ii) and (a)(iii) above, will also be considered provided they hold –

- (a) a Cambridge School Certificate or passes obtained on one certificate at the General Certificate of Education "Ordinary Level" either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission; and
- (b) a PhD or a second Master's Degree or a postgraduate diploma from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (a) under 'Note' should have been obtained prior to qualifications at (a)(ii) and (a)(iii) above and at (b) under 'Note'.

Candidates should produce written evidence of experience claimed.

**Role and
Responsibilities:**

To plan, organise and ensure effective management of logistics pertaining to the Transport Division, mechanical and carpentry workshops, hospitals and other health institutions.

Duties:

1. To be responsible for the overall management of the Transport Division, mechanical and carpentry workshops and other logistics.
2. To advise on the formulation of policies relating to the effective and efficient planning and management of logistics for the hospital services.
3. To plan and advise on future acquisition of logistics for the Transport Division and the mechanical and carpentry workshops.

3/...



CERTIFIED CORRECT


.....
*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

Date.....11 JUL 2012.....

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

-3-

4. To provide logistic support in the minor renovation, extension and repair works of hospitals and other health infrastructure.
5. To provide technical advice in the preparation of maintenance plans and in the drafting of maintenance schedules for maintenance work at hospitals and other health institutions.
6. To work in close collaboration with heads of hospitals/units and assist them in improving services in the maintenance workshops.
7. To provide support to heads of hospitals/units for the enhancement of the environment of health institutions.
8. To promote staff welfare and ensure a conducive working environment.
9. To use ICT in the performance of his duties.
10. 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 Manager, Hospital Logistics in the roles ascribed to him.



CERTIFIED CORRECT

*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

Date.....

11 JUL 2012