

GOVERNMENT OF MAURITIUS

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

Ministry: Health and Wellness

Post: Chief Pharmacy Technician

Salary: Rs 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 (09 075 092)

Effective Date: 17 September 2024

Qualifications: By selection from among officers in the grade of Regional Pharmacy Technician who reckon at least two years' service in a substantive capacity in the grade or an aggregate of at least three years' service in the grades of Regional Pharmacy Technician and Principal Pharmacy Technician and who –

- (i) have a sound knowledge of pharmacy and related legislation;
- (ii) possess good supervisory and organising skills;
- (iii) possess good administrative abilities; and
- (iv) are able to meet tight deadlines.

Role and Responsibilities: To assist the Director, Pharmaceutical Services, in the efficient and effective management of the Pharmacy Services and in ensuring good dispensing practice.

- Duties:**
1. To be responsible to the Director, Pharmaceutical Services for –
 - (i) the proper administration, organisation, supervision and coordination of the work of all staff of the Pharmacy Technician Cadre; and
 - (ii) working out, together with the head of Pharmaceutical Sections of various health institutions and the Central Supplies Division, the requirements of pharmaceutical products.
 2. To implement proper mechanisms for the control and management of stocks of drugs in all health institutions and the withdrawal of expired drugs from circulation.

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CERTIFIED CORRECT

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B. D. Nundloll (Mrs)
for Secretary for Public Service

17 September 2024

Date.....



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3. To formulate –
 - (i) budget proposals; and
 - (ii) human resource plans to match manpower requirements of the Pharmacy Technician Cadre.
4. To organise and supervise training programmes for subordinates of the Pharmacy Technician Cadre.
5. To submit periodic reports on the work performed by the pharmaceutical services including the consumption of drugs of the different health institutions.
6. To compile inspection reports from Regional Pharmacy Technician, scrutinise and provide advice to the Director, Pharmaceutical Services.
7. To work in close liaison with the officer in charge of the Central Supplies Division regarding the continuity of supplies of drugs, medicines, vaccines, sera, surgical dressings to the different health institutions.
8. To use ICT in the performance of his duties.
9. 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 Chief Pharmacy Technician in the roles ascribed to him.



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