

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

- Ministry:** Health and Wellness
- Post:** Pharmacist/Senior Pharmacist (on roster – day and night)
- Salary:** Rs 32,350 x 825 – 35,650 x 900 – 37,450 x 950 – 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 x 2,000 – 71,800 (09 064 093)
- Effective Date:** 23 June 2023
- Qualifications:** Candidates should –
- (i) be registered as Pharmacist in accordance with legislation in force in Mauritius; and
  - (ii) be computer literate.

Candidates should produce written evidence of knowledge claimed.

**NOTE**

For the first intake, by appointment of officers in the grade of Pharmacist/Senior Pharmacist on the permanent and pensionable establishment of the Ministry who have opted for the revised emoluments and terms and conditions set out in the Pay Research Bureau Report 2021 and who opt to join the grade of Pharmacist/Senior Pharmacist (on roster – day and night).

- Duties:**
1. To be responsible to the Director, Pharmaceutical Services, through the head of hospital/institution concerned for –
    - A. **General**
      - (i) managing, organising, coordinating and supervising the activities of the Pharmacy Division and the work of all subordinate staff;
      - (ii) training and examination of Trainee Pharmacy Technicians and Pharmacy Technicians;
      - (iii) ensuring that the provisions of the Pharmacy Act, the Dangerous Drugs Act and any other legislation relating to pharmacy are strictly complied with;

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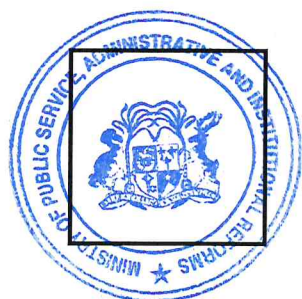
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**B. D. Nundloll (Mrs)**  
*for Secretary for Public Service*

23 June 2023

Date.....



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- (iv) advising and assisting the Police Department, the Mauritius Revenue Authority (Customs) and any other relevant authority on all matters relating to controlled drugs and the importation of medicine generally, as and when required;
- (v) acting as inspector of local manufacturing units and private pharmacies and attending parcel post, Airport and Seaport for verification of pharmaceuticals;
- (vi) making arrangements for the maintenance and repair of all equipment under his responsibility;
- (vii) advising on the local manufacture of pharmaceutical products and ensuring quality thereof;
- (viii) advising on legislation relating to medicine and pharmacy; and
- (ix) liaising with medical officers in relation to choice and rational use of drugs.

**B. When posted to a Health Institution**

- (i) ensuring the efficient management of the Pharmacy and supervising the pharmaceutical services provided in all the Health Institutions of the region;
- (ii) ensuring that there is always adequate stock of medicines for supply to patients attending the various institutions;
- (iii) exercising control over and ensuring the safe storage of all medicines under appropriate conditions, including expensive, dangerous and psychotropic drugs and to be responsible for the dispensing thereof; and
- (iv) inspecting regularly all pharmaceutical sections of the Health Institutions within his region.

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**C. When posted to the Central Supplies Division**

- (i) compiling the requirements of medicines, vaccines, sera and surgical dressings in respect of all Health Institutions;
- (ii) monitoring the stock levels of all pharmaceuticals including vaccines and sera with a view to ensuring availability and initiating action for replenishment;
- (iii) advising on and certifying all purchases of medicines and surgical dressings;
- (iv) inspecting and ensuring the safe delivery of all consignments of Dangerous Drugs upon their arrival at Airport and Seaport; and
- (v) accompanying the consignment from Airport and Seaport to Medical Stores, in the presence of other officers (Clearing Division) and ensuring the safe delivery to stores.

**D. When posted to the Pharmaceutical Quality Control Laboratory**

- (i) making arrangements for and performing analytical procedures and tests on samples of pharmaceutical products to ascertain compliance with official standards of quality or otherwise;
- (ii) receiving and making arrangements for the collection of samples of pharmaceutical products for pharmaceutical analysis;
- (iii) issuing under his signature certificates of analysis; and
- (iv) preparing the annual requirements of equipment, reagents and other materials for the performance of complete pharmaceutical analysis.

2. To perform the duties of Registrar of the Pharmacy Board.

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3. To use ICT in the performance of his duties.
4. 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 Pharmacist/Senior Pharmacist (on roster – day and night) in the roles ascribed to him.

**Note**

Pharmacist/Senior Pharmacists (on roster – day and night) will be required to work on a roster basis according to a plan of work and their hours of duty may start before 04.00 a.m. or extend beyond 8.00 p.m. and including Saturdays, Sundays, Public Holidays and during cyclonic periods and natural calamities.



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