

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

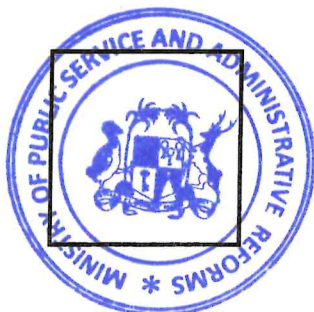
<u>Ministry:</u>	Health and Wellness
<u>Post:</u>	Attendant (Hospital Services) (on shift)
<u>Salary:</u>	Rs 24,245 x 300 – 26,945 x 320 – 28,865 x 350 – 30,965 x 400 – 31,765 x 425 – 33,040 x 560 – 34,720 (24 027 056)
<u>Effective Date:</u>	13 July 2026
<u>Qualifications:</u>	By selection from among employees on the permanent and pensionable establishment of the Ministry who – (i) possess the Certificate of Primary Education or the Primary School Achievement Certificate; (ii) reckon at least three years' service in the Ministry; and (iii) have a good physique.

NOTE

In the absence of candidates possessing the qualification at (i) above, consideration will be given to those who show proof of being literate and who possess the qualifications at (ii) and (iii) above.

- Duties:**
1. To be responsible to the Hospital Executive Assistant (on shift) through the officer in charge of the Ward/Unit in the performance of the following duties –
 - (a) cleaning wards, bathrooms, sluice rooms, toilets, verandas, corridors, staircases and all utensils used in wards and to keep them clean and ready for use. For spots above hand's reach such as, walls and ceilings, same should be cleaned up to a reasonable height by making use of mops;
 - (b) removing immediately from ward all soiled linen and utensils;
 - (c) carrying –
 - (i) hot water from boiler and handing over same to the Nursing Officer;
 - (ii) stretchers, wheelchairs, trolleys with or without patients from one ward to another, to and from the operation rooms, outpatient clinics, physiotherapy and X-Ray departments, laboratory, or to any other department of the hospital;

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**CERTIFIED CORRECT**

A. Heerasing

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A. Heerasing (Mrs)
for Secretary for Public Service

13 July 2026

Date.....

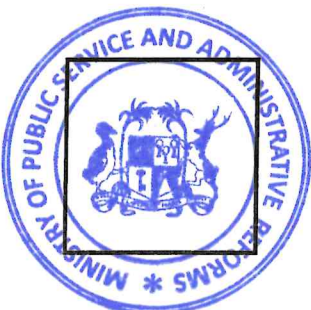
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- (iii) foodstuffs and stores from kitchen and store rooms to Wards/Units and to hand them over to the Ward Manager (Male), Ward Manager (Female), Charge Nurse (Male) and Charge Nurse (Female);
 - (iv) soiled linen to the linen room and handing over clean linen items to the Ward Manager (Male), Ward Manager (Female), Charge Nurse (Male) and Charge Nurse (Female);
 - (v) drugs and medicines from pharmacy to wards and vice versa; and
 - (vi) messages or specimens, whenever required;
 - (d) transferring dead bodies from wards to the Hospital's Mortuary, accompanied by a Nursing Officer;
 - (e) maintaining equipment and furniture in Wards/Units cleaned and tidy; and
 - (f) providing assistance to Nursing Officers during the transport of patients from one institution to another, whenever required.
2. 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 Attendant (Hospital Services) (on shift) in the roles ascribed to him.

Note

Attendants (Hospital Services) (on shift) will be required to work on shift covering a 24-hour service including Saturdays, Sundays and Public Holidays and during cyclonic periods and other natural calamities in accordance with the protocol of the Ministry.



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