

GOVERNMENT OF MAURITIUS

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

- Organisation:** Rodrigues Regional Assembly (Medical and Health)
- Post:** Blood Bank Officer
- Salary:** Rs 13,500 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000 x 600 – 23,200 x 800 – 26,400 (09 33 55)
- Effective Date:** 7 May 2010
- Qualifications:** By selection from among Nursing Officers who -
- (i) reckon at least three years' service in a substantive capacity in the grade;
 - (ii) possess good communication and interpersonal skills; and
 - (iii) have planning and organising abilities.

NOTE

The selected candidate will be appointed in a temporary capacity in the first instance and will be required to undergo on-the-job training in the work of a Blood Bank Officer for a period of at least six months. On successful completion of the training, he will be considered for appointment as Blood Bank Officer in a substantive capacity.

- Duties:**
1. To be responsible to the Health Director for -
 - (i) registering blood donors and assessing donor suitability for blood donation which will include donor interview, filling of medical questionnaire, performing haemoglobin screening and taking blood pressure;
 - (ii) ensuring that information regarding donors are treated as "confidential";
 - (iii) bleeding of blood donors;
 - (iv) performing, under medical supervision, therapeutic bleeding on patients;
 - (v) performing, under medical supervision, all types of apheresis procedures including therapeutic plasma exchange;
 - (vi) preparing and sterilising equipment used in blood collection and bone marrow aspiration/biopsy procedures;

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date..... 07 MAY 2010

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- (vii) assembling and preparing all equipment and consumables for blood donation at mobile and fixed sites;
 - (viii) pre and post donation counselling of blood donors and donor recall;
 - (ix) maintaining a donor panel for rare groups and specific procedures; and
 - (x) compiling relevant statistics pertaining to blood donation trends and blood donors.
2. To assist Pathologists in ward in performing bone marrow aspirations or biopsy.
 3. To take charge of inventory.
 4. To supervise subordinate staff.
 5. To provide assistance in implementing a total quality assurance in blood collection.
 6. To use ICT in the performance of his duties.
 7. 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 Blood Bank Officer in the roles ascribed to him.

Note

The Blood Bank Officer will be required to work at staggered hours.



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Akeem Singh

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

Date..... *07 MAY 2010*