GOVERNMENT OF MAURITIUS

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

Organisation: Rodrigues Regional Assembly (Health)
Post: Medical Imaging Assistant
Salary: Rs 13,270 x 260 – 14,050 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 –
19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 28,625 (09 024 058)
Effective Date: 21 July 2021
Qualifications: A. By selection from among female candidates who possess a Cambridge School
Certificate with credit in at least five subjects including English Language,
French and Mathematics obtained on one certificate or Passes not below
Grade C in at least five subjects including English Language, French and
Mathematics obtained on one certificate at the General Certificate of
Education “Ordinary Level” or an equivalent qualification acceptable to the
Public Service Commission.

Note
Candidates not possessing a credit in English Language at the
Cambridge School Certificate will also be considered provided they
possess passes in at least two subjects at “Principal Level” and one
subject at “Subsidiary Level” as well as the General Paper obtained on
one certificate at the Cambridge Higher School Certificate
Examinations.

B. Candidates should be computer literate.

Candidates should produce written evidence of knowledge claimed.

Duties:
1. To be responsible to the Medical Imaging Technologist through the Senior
Medical Imaging Assistant for –
(a) welcoming patients at the reception counter and giving appropriate
instructions to them;
(b) giving appointments for X-Ray examinations and relevant instructions
to patients for the radiological examination concerned;
(c) recording relevant particulars of the patients in the Register Book or
feeding the relevant data on computer at the reception counter;
(d) answering telephone calls;

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S. Chundunsing (Mrs)
for Secretary for Public Service
21 July 2021
Date.................................................................................
(e) preparing and directing female patients in the X-Ray room and ensuring that female patients are provided with clean gowns;

(f) chaperoning female patients during X-Ray examinations conducted by officers of the Medical Imaging Technologist Cadre in the X-Ray room, during echography and other special examinations conducted by the Specialist/Senior Specialist of the Diagnostic Radiography Unit;

(g) directing male patients to the echography room;

(h) ensuring the collection of case sheets from the Health Records Unit and other units and despatching same to their respective units;

(i) assisting the Medical Imaging Technologist in the preparation of the Barium enema solution and in giving the Barium enema to female patients and children under the supervision of the Specialist/Senior Specialist of the Diagnostic Radiography Unit performing the Barium enema examination;

(j) sorting out and filing of X-Ray films;

(k) writing the relevant particulars of patients on the X-Ray films for identification purpose;

(l) transcribing of reports from the Specialist/Senior Specialist of the Diagnostic Radiography Unit in the record book;

(m) preparing name slips of patients for printing on films during and after normal working hours;

(n) despatching reports from the Specialist/Senior Specialist of the Diagnostic Radiography Unit and X-Ray films to wards, outpatients’ units, Central Records Office, outstations, hospitals, dispensaries and to general practitioners; and

(o) despatching official letters.

2. To use ICT in the performance of her duties.

3. 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 Medical Imaging Assistant in the roles ascribed to her.

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for Secretary for Public Service

21 July 2021