

GOVERNMENT OF MAURITIUS

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

Organisation: Rodrigues Regional Assembly (Medical and Health)

Post: Pharmacist/Senior Pharmacist

Salary: Rs 29,400 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 62,950 (09 059 085)

Effective Date: 12 April 2017

Qualifications: Candidates should –

- (i) be registered as Pharmacist in accordance with legislation in force in Mauritius;
- (ii) have good communication and interpersonal skills; and
- (iii) be computer literate.

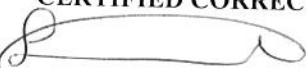
Candidates should produce written evidence of knowledge claimed.

Role and Responsibilities: To be responsible for the efficient management of the Pharmacy Department of the Rodrigues Regional Assembly and supervising the pharmaceutical services provided in all Health Institutions in Rodrigues.

- Duties:**
1. To be responsible to the Health Director and the Director, Pharmaceutical Services for –
 - (i) managing, organising, co-ordinating and supervising the activities of the Pharmacy Department of the Rodrigues Regional Assembly and the work of all subordinate staff;
 - (ii) compiling the requirements of medicines, vaccines, sera and surgical dressings in respect of all Health Institutions in Rodrigues;
 - (iii) monitoring the stock levels of all pharmaceuticals including vaccines and sera with a view to ensuring availability and initiating action for replenishment;
 - (iv) 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;

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for Senior Chief Executive
Ministry of Civil Service and
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- (v) advising on and certifying all purchases of medicines and surgical dressings;
- (vi) inspecting and ensuring the safe delivery of all consignments of Dangerous Drugs upon their arrival at Airport and Seaport;
- (vii) 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;
- (viii) ensuring that the provisions of the Pharmacy Act, the Dangerous Drugs Act and any other legislation relating to pharmacy are strictly complied with;
- (ix) ensuring that there is always adequate stock of medicines for supply to patients attending the various institutions;
- (x) the training and examination of Student Pharmacy Technicians and Pharmacy Technicians as well as staff of private pharmacies;
- (xi) 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;
- (xii) acting as inspector of local manufacturing units and private pharmacies and attending parcel post, Airport and Seaport for verification of pharmaceuticals;
- (xiii) making arrangements for the maintenance and repair of all equipment under his responsibility;
- (xiv) advising on the local manufacture of pharmaceutical products and ensuring quality thereof;
- (xv) advising on legislation relating to medicine and pharmacy;

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- (xvi) liaising with Medical Officers in relation to choice and rational use of drugs; and
 - (xvii) inspecting regularly all pharmaceutical sections of all Health Institutions in Rodrigues.
2. To use ICT in the performance of his 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 Pharmacist/Senior Pharmacist in the roles ascribed to him.



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