

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

Organisation: Rodrigues Regional Assembly (Central Administration)

Post: Safety and Health Officer/Senior Safety and Health Officer

Salary: Rs 17,675 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 39,275 (18 39 66)

Effective Date: 23 January 2014

Qualifications: A. The Diploma in Occupational Health and Safety of the University of Mauritius or the Diploma in Occupational Safety and Health Management of the University of Technology, Mauritius or an equivalent qualification in accordance with Part I of the First Schedule to the Occupational Safety and Health Act.

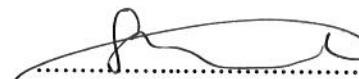
B. Candidates should be computer literate.

Candidates should produce written evidence of knowledge claimed.

- Duties:**
1. To advise on all matters relating to safety and health.
 2. To assist in the preparation, elaboration and implementation of plans to maintain adequate safety and health measures.
 3. To ensure compliance with legislation related to occupational safety and health.
 4. To inspect all places of work within the public service, assess all risks and make recommendations thereon.
 5. To design, plan, implement and evaluate training programmes aimed at meeting the requirements of occupational safety and health legislation in force.
 6. To audit and review any safety and health measures and procedures to ensure occupational safety and health.
 7. To investigate any occupational accident and recommend on measures to prevent its occurrence.

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CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*
23 JAN 2014

Date.....



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8. To act as Secretary to Committees concerning safety and health matters.
9. To perform such other duties as provided for in occupational safety, health and welfare legislation.
10. To use ICT in the performance of his duties.
11. 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 Safety and Health Officer/Senior Safety and Health Officer in the roles ascribed to him.



CERTIFIED CORRECT


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

Date..... 23 JAN 2014