

GOVERNMENT OF MAURITIUS

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

- Ministry:** Health and Quality of Life
- Post:** Deputy Chief Hospital Administrator
- Salary:** Rs 45,275 x 1,500 – 58,775 x 1,800 – 67,775 (11 70 84)
- Effective Date:** 25 August 2015
- Qualifications:** By selection from among officers in the grade of Regional Health Services Administrator who reckon at least two years' service in a substantive capacity in the grade and who -
- (i) have strong administrative and organising abilities;
  - (ii) possess good interpersonal and communication skills; and
  - (iii) have initiatives and strong leadership qualities.

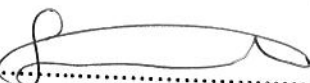
**Role and Responsibilities:** To assist in the non-medical aspects of administration and management of hospitals and annexed health institutions and to co-ordinate the administration of the related services and ensure their efficient delivery.

- Duties:**
1. To assist the Chief Hospital Administrator in the performance of his duties and to deputise for him, as and when required.
  2. To supervise and co-ordinate the work of the Regional Health Services Administrators and Hospital Administrators, and to provide relevant guidance and advice.
  3. To contribute to the proper functioning of health services including transport, stores, catering and other logistic support.
  4. To assist in the health planning functions of the Ministry.
  5. To provide advice and participate in matters relating to training and continuing education programmes for officers of the Hospital Administrator Cadre.
  6. To ensure the effective and judicious use of resources.
  7. To use ICT in the performance of his duties.

/2...



CERTIFIED CORRECT



for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms  
25 August 2015

Date.....

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

-2-

8. 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 Deputy Chief Hospital Administrator in the roles ascribed to him.



**CERTIFIED CORRECT**

  
.....

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

**25 August 2015**

Date.....