

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

Ministry: Health and Quality of Life

Post: Senior Occupational Health Physician

Salary: Rs 50,000 x 1,500 – 56,000 x 2,000 – 64,000 (09 75 83)

Effective Date: 1 April 2011

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Occupational Health Physician who reckon at least four years' service in a substantive capacity in the grade and who possess good organising, supervisory and communication skills.

Role and Responsibilities: To assist the Head, Occupational Health Unit in the management and administration of the Occupational Health Unit for the delivery of an effective and efficient health service.

- Duties:**
1. To assist the Head, Occupational Health Unit in the day-to-day running of the Unit.
 2. To co-ordinate activities relating to Occupational Health at regional level.
 3. To plan and monitor the implementation of any research/surveys/studies and projects in the field of Occupational Health.
 4. To supervise the activities of the Occupational Health Quality Laboratory and the Poison Information Centre.
 5. To co-ordinate health education programmes on Occupational Health.
 6. To plan and monitor screening programmes for workers (carnet de santé).
 7. To carry out clinical examinations including biological monitoring among workers, as and when required.
 8. To prepare work programmes and to supervise the work of Occupational Health Physicians.
 9. To undertake training and mentoring of junior staff.

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 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms

Date... 01 APR 2011

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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 Senior Occupational Health Physician in the roles ascribed to him.

Note

The Senior Occupational Health Physician may be called upon to work outside normal working hours, during week-ends and on Public Holidays.



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Date..... **01 APR 2011**