

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

- Ministry:** Health and Quality of Life
- Post:** Blood Bank Assistant
- Salary:** Rs 9,600 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000 x 600 – 21,400 (09 18 48)
- Effective Date:** 13 December 2011
- Qualifications:**
- A. A Cambridge School Certificate with passes in Biology and any other science subject or Passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language, Biology and any other science subject with at least Grade C in any two subjects or (ii) in six subjects including English Language, Biology and any other science subject with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission.
 - B. Candidates should be computer literate.

Candidates should produce written evidence of knowledge claimed.

NOTE

Selected candidates will be appointed in a temporary capacity in the first instance and will be required to undergo training for a period of at least six months in Phlebotomy, as approved and arranged by the Ministry of Health and Quality of Life. On successful completion of the training, they will be considered for appointment as Blood Bank Assistant in a substantive capacity.

- Duties:**
- 1. To be responsible to the Senior Blood Bank Officer through the Blood Bank Officer and to perform the following duties under the supervision of the Blood Bank Officer –
 - (i) receiving and registering blood donors;
 - (ii) performing haemoglobin screening and taking blood pressure of donors and assessing their suitability for blood donation;

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*for Senior Chief Executive
Ministry of Civil Service and
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- (iii) labelling and issuing blood bags and pilot tubes to the donors;
 - (iv) bleeding of blood donors;
 - (v) sterilising all equipment used in blood collection, including bone marrow sets;
 - (vi) providing general assistance to Pathologists in performing bone marrow aspirations and biopsies;
 - (vii) preparing equipment and consumables for a mobile blood collection session;
 - (viii) providing assistance in performing the apheresis procedures;
 - (ix) preparing and keeping donor blood group records; and
 - (x) donor recall.
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 Blood Bank Assistant in the roles ascribed to him.

Note

Blood Bank Assistants will be required to work at staggered hours.



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