

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

Ministry: Health and Quality of Life
Post: Community Health Care Officer
Salary: Rs 12,425 x 250 – 13,675 x 300 – 15,475 x 350 – 17,225 x 450 – 19,475 x 600 – 20,675 x 750 – 27,425 (09 22 54)
Effective Date: 16 September 2015

Qualifications: A. Cambridge School Certificate with credit in at least five subjects including English Language and French obtained on one certificate or Passes not below Grade C in at least five subjects including English Language and French obtained on one certificate at the General Certificate of Education “Ordinary Level” or an equivalent qualification acceptable to the Public Service Commission.

Note

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

B. Candidates should –

- (i) possess good communication and interpersonal skills; and
- (ii) 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 follow a nine-month part-time course in Community Health Care, as approved and arranged by the Ministry of Health and Quality of Life. On successful completion of the course, they will be considered for appointment to the grade of Community Health Care Officer in a substantive capacity.

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

16 September 2015

Date.....

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Duties:

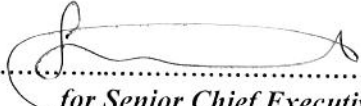
1. To be responsible to the head of the health institution where he is posted through his immediate supervisor for –
 - (i) motivating the population through home/sites of work visits, talks, group discussions to adopt lifestyles conducive to better health;
 - (ii) ensuring follow-up on patients in matters relating to community health;
 - (iii) providing support through health education or otherwise to health programmes, including family planning;
 - (iv) carrying out simple examinations such as weighing and measuring height of patients, testing their eyesight, taking their pulse and temperature and testing their urine for sugar and albumen with the use of chemical reagents;
 - (v) carrying out community health surveys, whenever required, including cleanliness surveys among school children, for example, checking of nits and lice and finger nails;
 - (vi) providing assistance to health personnel in receiving, registering, ushering in and preparing patients for examination; and
 - (vii) keeping, whenever required, up to date records of activities relating to community health and reporting thereon.
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 Community Health Care Officer in the roles ascribed to him.

Note

Community Health Care Officers will be required to work at staggered hours.



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