

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

- Ministry:** Health and Quality of Life
- Post:** Senior Technical Officer (Chemical Laboratory)
- Salary:** Rs 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 33,750 (19 51 62)
- Effective Date:** 17 October 2012
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Technical Officer (Chemical Laboratory) who reckon at least three years' service in a substantive capacity in the grade and who possess good organising and supervisory skills.
- Duties:**
1. To be responsible to the Senior Government Analyst and Government Analyst through the Principal Technical Officer (Chemical Laboratory) for –
 - (i) performing chemical analyses, new tests and analytical methods including instrumentals by applying quality assurance/quality control procedures and preparing test reports;
 - (ii) collecting blood by finger pricks for analysis and monitoring over-exposure to hazardous chemicals;
 - (iii) supervising the work and records of the Technical Officers (Chemical Laboratory) to ensure that all tests are carried out according to existing standard operating and accreditation procedures;
 - (iv) working in collaboration with senior officers when using/calibrating/verifying the equipment of the Chemical Laboratory;
 - (v) performing minor servicing of instruments and equipment;
 - (vi) training and mentoring subordinate staff;
 - (vii) assisting the Principal Technical Officer (Chemical Laboratory) in the preparation of indents and upkeep of equipment, tools and laboratory reagents and chemicals;
 - (viii) monitoring and controlling the environmental conditions of the Chemical Laboratory with a view to facilitating the correct performance of tests; and

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

17 October 2012

Date.....

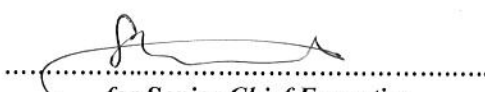
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- (ix) preparing analytical quality control standards for both classical/instrumental methods and checking, on a regular basis, the quality control charts.
- 2. To use ICT in the performance of his duties.
- 3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Senior Technical Officer (Chemical Laboratory) in the roles ascribed to him.



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