

GOVERNMENT OF MAURITIUS

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

- Ministry:** Labour, Industrial Relations, Employment and Training
- Post:** Director, Occupational Safety and Health
- Salary:** Rs 77,175 x 2,825 – 80,000 x 3,000 – 83,000 (18 092 094)
- Effective Date:** 01 August 2017
- Qualifications:** By promotion, on the basis of experience and merit, of an officer who holds a substantive appointment in the grade of Deputy Director, Occupational Safety and Health who –
- (i) possesses strong leadership and managerial skills;
 - (ii) has the ability to tender strategic advice and adopt innovative approach to Occupational Safety and Health;
 - (iii) possesses excellent communication and interpersonal skills; and
 - (iv) has a high sense of initiative and is proactive.
- Role and Responsibilities:** To be responsible for the management of the Occupational Safety and Health Division and the effective delivery of its technical and professional services within the respective framework.
- Duties:**
1. To be responsible to the head of the Ministry or any other officer deputed by him for –
 - (a) dissemination of information on Occupational Safety and Health;
 - (b) the coordination of the
 - (i) work of officers of the Occupational Safety and Health Cadre; and
 - (ii) various technical and professional services provided by the Occupational Safety and Health Division.
 - (c) the preparation of advisory literature on Occupational Safety and Health;

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

01 August 2017

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- (d) timely investigation of notifiable accidents at work and the lodging of criminal cases against employers at the Industrial Court;
 - (e) timely execution of occupational safety and health policies and projects;
 - (f) undertaking re-engineering of the process at the Occupational Safety and Health Division, as and when required, implementing reforms which would transform the Division into a modern, effective and efficient organisation and ensuring follow-up action; and
 - (g) ensuring the implementation and enforcement of legislation relating to Occupational Safety and Health.
2. To advise in the formulation and implementation of policies, projects and legislation relating to Occupational Safety and Health.
 3. To represent the Ministry on Boards and Committees.
 4. To use ICT in the performance of his duties.
 5. 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 Director, Occupational Safety and Health in the roles ascribed to him.



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

01 August 2017

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