

GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 16 OF THE DISCIPLINED FORCES SERVICE COMMISSION REGULATIONS

- Department:** Mauritius Prison Service
- Post:** Senior Hospital Officer (Female)
- Salary:** Rs 20,200 x 600 – 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 33,750 (17 46 62)
- Effective Date:** 3 November 2011
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Hospital Officer (Female) who reckon at least four years' service in a substantive capacity in the grade and who possess –
 - (i) good communication and interpersonal skills; and
 - (ii) good supervisory skills.
- Duties:**
 1. To be in charge of the Beau Bassin Women's Prison Medical Complex including the detainees' ward and Dispensary.
 2. To be responsible for –
 - (a) the carrying out of all treatment prescribed by the Medical and Health Officer/Senior Medical and Health Officer at the Women's Prison;
 - (b) the regular weighing of female detainees;
 - (c) the keeping of all ledgers and vouchers up-to-date;
 - (d) the submission of a monthly and an annual return to the Commissioner of Prisons through the Chief Hospital Officer;
 - (e) the safekeeping and sterilisation of medical instruments and equipment as appropriate; and
 - (f) the keeping of equipment in clean and good working conditions.
 3. To carry out the prescriptions and directives of the Medical and Health Officer/Senior Medical and Health Officer or Chief Hospital Officer, as appropriate.

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for Senior Chief Executive
Ministry of Civil Service and
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03 NOV 2011
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4. To supervise all female detainees that may be committed to her care.
5. To perform such other duties as are laid down in the Reform Institutions Act, Prison Regulations, and legislations in force.
6. To ensure that appropriate orders, directives are adhered to for the smooth running of the health service of the Mauritius Prison Service.
7. To participate in the rehabilitation and support programmes for substance abusers and detainees living with HIV/AIDS.
8. To ensure that a high standard of hygiene is maintained in nursing points.
9. To supervise and train subordinate staff.
10. To use ICT in the performance of her 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 Hospital Officer (Female) in the roles ascribed to her.



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