

**DISCIPLINED FORCES SERVICE COMMISSION CIRCULAR NOTE NO. 1 OF 2012**

**Vacancies for Post of Principal Hospital Officer**  
**Mauritius Prison Service**

Applications are invited from qualified officers who wish to be considered for appointment as Principal Hospital Officer in the Mauritius Prison Service.

**II. QUALIFICATIONS**

By selection from among officers in the grade of Senior Hospital Officer (Male) who reckon at least two years' service in a substantive capacity in the grade and who –

- (i) possess good administrative and organising abilities;
- (ii) have a good personality and leadership qualities; and
- (iii) are capable of dealing with crisis situation.

**III ROLE AND RESPONSIBILITIES**

To be responsible for the effective management of the health service of the respective unit such that detainees are provided with a comprehensive health care.

**IV DUTIES AND SALARIES**

1. To be responsible for –
  - (a) the supervision and day-to-day running of the Beau Bassin Prison Hospital and dispensaries at all penal institutions;
  - (b) the pharmacy of the health service of the Prison and the preparation and/or issue of medicines and drugs to all penal institutions;
  - (c) the carrying out of treatment prescribed by the Medical and Health Officer/Senior Medical and Health Officer at Beau Bassin Prison;
  - (d) the regular weighing of detainees;
  - (e) the keeping of all ledgers and vouchers up-to-date; and
  - (f) the submission of a monthly and an annual return to the Commissioner of Prisons through the Chief Hospital Officer.
2. To assist the Chief Hospital Officer in the performance of his duties.

3. To ensure that all directives given by the Medical and Health Officer/Senior Medical and Health Officer or Chief Hospital Officer are carried out.
4. To perform such other duties as are laid down in the Reform Institutions Act, Prison Regulations, and legislations in force.
5. To ensure that appropriate orders, directives are adhered to for the smooth running of the health service of the Mauritius Prison Service.
6. To maintain high nursing and hygienic norms.
7. To be responsible for the organisation of rehabilitation and support programmes for substance abusers and detainees living with HIV/AIDS.
8. To plan, allocate and co-ordinate the work of subordinate staff.
9. To ensure the optimum use of resources.
10. To use ICT in the performance of his 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 Principal Hospital Officer in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 27,200 x 800 – 28,000 x 1,000 – 30,000 1,250 – 40,000 a month plus salary compensation at approved rates.

#### **V. MODE OF APPLICATION**

1. Qualified candidates should submit their application on **DFSC Form 7** which may be obtained **either** from the Enquiry Counter of the Ministry of Civil Service and Administrative Reforms, Ground Floor, Emmanuel Anquetil Building, Port Louis **or** from the Enquiry Counter of the Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side **or** from the Enquiry Counter of the Mauritius Prison Service, Headquarters, Beau Bassin **or** from the Chief Commissioner's Office, Port Mathurin, Rodrigues **or** from the offices of the Mauritius High Commission/Embassies overseas.
2. Applications should be submitted **in duplicate**, the original to be sent directly to the Secretary, Disciplined Forces Service Commission and the duplicate through the Commissioner of Prisons.
3. This circular together with the application form (PSC Form 7) are available on the website of the Disciplined Forces Service Commission at the following address: <http://psc.gov.mu>

4. On line application can also be submitted through the government web portal at <http://www.gov.mu>
5. Acknowledgement of applications will be made as far as possible by **e-mail**. Candidates are therefore encouraged to submit their e-mail address.
6. Candidates are advised to read carefully the **“NOTES AND INSTRUCTIONS TO CANDIDATES”** before filling in the application form. Care should be taken to fill in the application form correctly. **Incomplete, inadequate or inaccurate filling of the application form may entail elimination of the applicant.**

#### **VI. CLOSING DATE OF APPLICATION**

Applications should reach the Secretary, Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 3.00 p.m. on 09 February 2012.**

Disciplined Forces Service Commission,  
7, Louis Pasteur Street,  
**FOREST SIDE.**

**Date: 20 January, 2012**