

General Circular No: 02 - 204 / 2016

My No: MH/AD/01/09 - 03
Ministry of Health, Nutrition & Indigenous Medicine,
"Suwasiripaya", No: 385,
Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.
19.12.2016

Provincial Health Secretaries,
Provincial Directors of Health Services/ Regional Directors of Health Services,
Directors of Teaching Hospital/ Directors of Specialized Campaigns and
Heads of All Hospitals and Institutions under the Line Ministry of
Health, Nutrition and Indigenous Medicine.

POST OF DEPUTY DIRECTOR GENERAL (ENVIRONMENTAL, OCCUPATIONAL HEALTH AND FOOD SAFETY)
MINISTRY OF HEALTH, NUTRITION AND INDIGENOUS MEDICINE.

Applications are hereby invited from Medical Officers and Dental Surgeons in the Senior Administrative Grade of the Ministry of Health, Nutrition and Indigenous Medicine who have fulfilled qualifications under para 08 of this circular for recruitment of the above post.

02. Applications made on the specimen form attached to this letter should be sent under registered cover to reach the Secretary, Ministry of Health, Nutrition & Indigenous Medicine, No.385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before **30.12.2016**. Applications should not be addressed personally to the Secretary or any other officer of this Ministry.

03. Applicants who wish to withdraw their applications are permitted to do so, within two weeks of the closing date of applications. If the applicant is selected, he/she will be appointed to the post.

04. Job Description

1. Establishment of all policies and policy implementation plans in the assigned area of work of Environmental Health, Occupational Health and Food Safety.
2. Ensure proper planning of all activities in relation to the directorates of Director (Food Safety), Director (Environmental Health) and Director (Occupational Health).
3. Supervision, Monitoring and evaluation of all programs under the purview of Directors Environmental Health, Occupational Health and Food Safety and Hygiene.
4. Ensure proper distribution of human, financial and physical resources in relation to assigned areas of work.
5. Develop and maintain links in relation to all relevant national and international development agencies to ensure sustainable development in above fields pertaining to Public Health.
6. Monitoring and evaluation of the implementation of the Food Act and food regulations.

7. To represent the Ministry in Disaster Preparedness and Response activities to reduce environment related risks contributing to disasters.
8. Providing technical guidance recommendations and advocate for the activities in the provincial level in relation to the subject area of Environmental Health, Occupational Health and Food Safety.

05. Terms and Conditions.

- a) The post is permanent and pensionable. The applicant selected will be appointed in terms of 97th regulation of chapter VIII of the Procedural Rules of the Public Service Commission subject to the 01 year period of acting from the date of appointment.
- b) The officer who is selected to this post is not entitled to engage in private practice.
- c) Officer who is appointed to this post cannot be transferred in terms of the section 11.1.2.3 of Medical Service Minute of Sri Lanka Health Service.

06. Salary Scale

- a) The salary scale of the post is, Rs. 88,000 – 12 x 2,700 – 120,400/- (In terms of PA Circular No: 03/2016 SL -03-2016) Salary will be paid according to the said circular guidelines.
- b) The officers in the Medical Administrative Grade with Post Graduate Qualifications will be paid a Medical Administrative Allowance of Rs. 6,000/- per month.
- c) If a Specialist Medical Officer is selected to this post, he/she entitles to receive the salary and allowances of a Specialist Medical Officer.

07. Age Limit

Since all the officers are already in the public service, age limit will not be applied.

08. Qualifications

- a) Should be a Medical Officers or Dental Surgeons in the Senior Medical Administrative Grade of the Ministry of Health, Nutrition and Indigenous Medicine.
- b) Should have either Doctor of Medicine (MD) or Master of Science (MSc) in Medical Administration or Community Medicine.

Note: However these mandatory qualifications will not be applicable to those who are holding posts in the Senior Medical Administrative Grade on or before 16.04.2007.

09. **Marking Scheme for the Interview**

- I. Service Period - 50 marks

Maximum of 50 marks for the active service period served in the **Senior Medical Administrative Grade** (5 marks per year)

- II. Educational Qualifications fulfilled other than the basic qualifications mentioned on paragraph 08 (b) above. (Maximum 15 marks)

a) MSc. (Medical Administration/ Community Medicine) - 10 marks

b) MD (Medical Administration/ Community Medicine) - 15 marks

Note-

i. Marks will be given only for one of the above qualifications of the applicants who have been appointed to a post in the Medical Administrative Grade on or before 16.04.2007.

ii. Maximum of 15 marks will be given to the applicants who were appointed to the Medical Administrative Grade on permanent basis on or before 01.07.1996, the date on which MSc (Medical Administration) was commenced for the first time.

- III. Special Projects done by the Officer in the subject area **relevant to the post** - 15 marks
03 marks for each project (for maximum 05 projects)

- IV. Research / Publications done by the Officer in the subject area **relevant to the post** - 10 marks
02 marks for each Research / Publications (for maximum 05 Research / Publications)

Note-

Marks will not be allocated for Special Projects / Research or Publications submitted for the Postgraduate Degree and MD Degree.

- V. Performance at the Interview - 10 marks

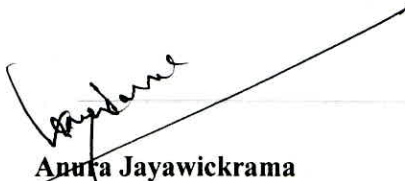
Total Marks 100

10. Applications should be forwarded through the Heads of Decentralized Units, Specialized Campaigns on or before the closing date of applications. Applications received after closing date of applications will be rejected.

11. Attention is drawn to the general conditions of the part I of the Procedural Rules of the Public Service Commission with regard the recruitment to the posts in the public service.

12. In the event of any inconsistency between the Sinhala, English and Tamil texts of this notification, the Sinhala text will prevail.

By order of the Health Services Committee of the Public Service Commission,


Anura Jayawickrama
Secretary
Ministry of Health, Nutrition & Indigenous Medicine

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Secretary
Ministry of Health, Nutrition & Indigenous Medicine
"Suwasiripaya"
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