



Tourism Authority

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SCHEME OF SERVICE

Organisation: Tourism Authority

Post: Safety and Health Officer (Part Time)

Salary: Rs 21150

Qualifications: A. A diploma in Occupational Health and Safety from the University of Mauritius or the diploma in Occupational Safety and Health Management of the University of Technology, Mauritius or an equivalent qualification in accordance with Part I of the First Schedule to the Occupational Safety and Health Act or an equivalent qualification from a recognised institution acceptable to the Board.

B. Candidates should-

- (i) reckon at least three years' experience in the field of safety, health and welfare of employees in a large industrial/business organisation; and
- (ii) be computer literate.

Candidates should produce written evidence of experience/knowledge claimed.

Duties:

1. To be responsible for exercising general supervision to ensure compliance with the provisions of the Occupational Safety and Health Act.
2. To plan, elaborate, implement and maintain adequate health and safety measures in the Tourism Authority.
3. To advise on all matters relating to the health and safety of employees including the following -
 - (i) to inspect and maintain all places of work with a view to assessing workplace hazards and the suitability of protective measures taken and/or protective equipment provided to abate or eliminate the hazards and to take appropriate follow-up action;
 - (ii) the provision and maintenance of equipment and systems of work that are safe and without risks to health;



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- (iii) to implement appropriate measures for the provision of such information, instructions, training and supervision, as is necessary to ensure the health and safety of employees at work;
 - (iv) to carry out investigations into complaints made by employees, trade union, officials, employers and public institutions;
 - (v) to investigate into occupational accidents, fires and dangerous occurrences;
 - (vi) to deliver training, tender advice and provide information to employees, trade unions, employers on safety, health and welfare matters and on the provisions of the relevant legislations;
 - (vii) to depone as witness in court, as and when required; and
 - (viii) to collect and compile statistical information relevant to safety and health.
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 Safety and Health Officer (Part Time) in the roles ascribed to him.

Approved by Board on 11 June 2019

