

## **ASSISTANT DIRECTOR PUBLIC HEALTH - JG 'P' – 3 POSTS**

### **Duties and Responsibilities**

- Monitoring, enforcing and implementing statutory provisions and other relevant legislations on public health;
- Setting standards and guidelines in the provision of public health services;
- Monitoring the implementation of public health projects and programmes;
- Enforcing international health regulations and rules;
- Carrying out research on public health needs;
- Monitoring the development and management of public and private mortuaries, cemeteries and crematoria;
- Preparing proposals for resource mobilization; organizing forums with relevant partners and agencies in support of public health programmes and projects;
- Planning and budgeting for the departmental resources;
- Integrating modern information communication technology in the department;
- Developing strategic/work plans, performance targets and contracts in the department;
- Coaching and mentoring of staff.

### **Requirements for Appointment**

- Served in the grade of Principal Public Health Officer or Principal Assistant Public Health Officer for a minimum period of three (3) years;
- Post-Graduate Diploma in any of the following disciplines: Food Science and Inspection, Solid Waste Management, Occupational Health and Safety, Epidemiology, Health Promotion and Education or equivalent qualification from a recognized institution

**OR**

Bachelor's degree in either Environmental Health or Public Health or equivalent qualification from a recognized Institution;

- Master's Degree in any of the following: Environmental Health, Public Health, Epidemiology, Food Safety and Quality, Food Science and Technology, Community Health, Occupational Health and Safety, Health Promotion and Education, Solid Waste Management or Disaster Management from a recognized institution;
- Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- Certificate in Computer Application Skills from a recognized institution;

- Demonstrated professional competence and ability as reflected in work performance and results.