

# MINISTRY OF PUBLIC SECURITY

## GUYANA PRISON SERVICE

### VACANCY

Applications are invited from suitably qualified persons to fill the following vacancy in the Guyana Prison Service:

#### MEDEX

#### Qualifications/Requirements

The Medex Certificate from the University of Guyana or equivalent qualification, acceptable to the Medical Board of Guyana.

A copy of the Job Description/Job Specification for the position can be uplifted at the Personnel Department of the Ministry.

Kindly submit applications and Curriculum Vitae to:

Permanent Secretary  
Ministry of Public Security  
Lot 6 Brickdam  
Stabroek  
Georgetown

Applications should reach this Ministry on or before November 16, 2018

**PURPOSE:** To perform careful evaluation/diagnoses of patients and ensure correct administration of treatment.

**KEY OUTPUTS:**

- Properly treated patients.
- Accurate dispensing of pharmaceuticals to patients.
- Adequate order and supply of pharmaceuticals.
- Proper storage of drugs.
- Accurate records of drugs received and dispensed

**RANGE OF ACTIVITIES:**

- Advise the community on good health practices.
- Perform certain tasks within a Health Centre or Health Station in keeping with a prescribed protocol, more particularly as regards community problems especially in relation to prevention.
- Conduct medical examination, and if necessary refer patients to supervising physician or to a hospital.
- Prescribe medicines, administer drugs and give other forms of medical treatment for common diseases and minor injuries.
- Provide obstetric services, carry out specified laboratory procedures and manage specified dental procedures.

**MINIMUM QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:**

- The Medex Certificate from the University of Guyana or equivalent qualification, acceptable to the Medical Board of Guyana.

**DECISION MAKING, PROBLEM SOLVING AND IMPACT ON RESULTS:**

- The incumbent has a prescribed treatment protocol to guide him/her in performing treatment procedures/methods or treatment relevant to the diseases/medical problems encountered. Incorrect diagnosis and treatment of patients could result in serious medical complications and in extreme cases may even result in the death of the patients.

**RESOURCE MANAGEMENT:**

- The incumbent is responsible for medical equipment and a stock of drugs which must be stored under prescribed conditions in order to maintain potency. Such pharmaceuticals and medical equipment are valued at millions of dollars. The job holder is responsible for community health workers when such persons are located in his region.

**COMMUNICATIONS:** The incumbent communicates frequently with the Regional Health Officer, other medical personnel, members of the community and patients in the discharge of his duties. He/she should be confidential and use tact in communicating on sensitive medical matters.

**WORKING CONDITIONS:** The incumbent works in a health centre environment and also under field conditions where he/she is exposed to risks when travelling in riverain areas.