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HUMAN RESOURCES DIRECTORATE
GHANA HEALTH SERVICE
PRIVATE MAIL BAG
MINISTRIES
ACCRA

TEL: 021-661354/5

FAX: 021-670329

E-mail: moh-hrd@africaonline.com.gh

08 November 2007

My Ref. No. GHS/HRD/D/01/5

Your Ref. No.

MR. SEBIYAM DAWUNI
STAFF NURSE (DIP.)

THRO' THE REG. DIR. OF HEALTH SERVICE
GHANA HEALTH SERVICE
TAMALE REGION

Dear Mr. Sebiyam,

APPOINTMENT AS STAFF NURSE (DIPLOMA)

The Director-General has authorised your appointment in the Ghana Health Service as **Staff Nurse (Dip)** on probation for one (1) year with effect from 1st March, 2007.

The salary scale attached to the post is HSS .2 Band 4 (10 – 15) i.e. ₵3,590,543 .00 – ₵4,562,610.00 per month. You will enter the scale at 10th step **₵3,590,543.00** per month. You will be eligible to earn increments on the salary scale based on your output and conduct.

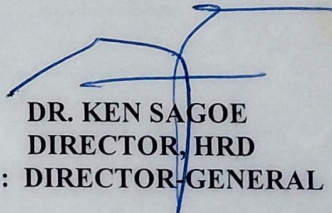
Your terms and Conditions of Service will be subject to the Ghana Health Service and Teaching Hospitals Act (Act. 525), other relevant Legislative Instruments (L.I.) and Administrative Instructions which may be in force from time to time. You should contact your immediate supervisor to acquaint yourself of these regulations. **Please note that you are under bond and have to serve the Government of Ghana for Five (5) years.**

You will be required under the Social Security Pensions Law 1992 (PNDC L.247) to contribute five per cent (5%) of your monthly salary towards your retiring benefits.

Your Regional Human Resource Manager will provide you with a copy of your job description. However it may be altered by your Head of Facility to suit the demands of the facility.

You are requested to confirm in writing within one month from the date of this letter if you accept the terms of the appointment as stated above. **If you do, send your acceptance letter with a copy of your last trainees' allowance payslip to your Regional/District Health Directorate to facilitate the processing of your salary.**

Yours faithfully,


DR. KEN SAGOE
DIRECTOR, HRD
for: DIRECTOR-GENERAL

cc: The Cont. & Acct.-General
Auditor-General