



NATIONAL CATHOLIC HEALTH SERVICE

TECHIMAN DIOCESAN HEALTH SERVICE DIRECTORATE

P. O. Box TM 788, Techiman,
Brong-Ahafo Region, Ghana West Africa
Tel: (+233) 035 252 2711
Email: tdhs.director@gmail.com
tdhs.directorate@gmail.com

DHS/S1/197/16

28th June, 2016

Our Ref:

Your Ref:

Mr. Atia Ralph-Martin Apasesom
Abease Health Centre
Abease – B/A

Dear Mr. Atia,

APPOINTMENT AS A STAFF NURSE

I am pleased to inform you that you have been appointed as a **Staff Nurse** at Abease Health Centre. This follows your success in the Registered General Nursing Licensing Examination and completion of one year mandatory national service.

This appointment takes effect from **June 1, 2016**. As an employee of the Diocesan Health Service, you could be transferred to any institution in the Diocese Health Service as and when the need arises.

The salary scale attached to the post is Single Spine Salary Structure 15 H (1-6) i.e. **GH¢13,103.07 - GH¢14,255.35** per annum. You will enter the scale at the first point and receive an annual gross salary of **GH¢13,103.07, plus the approved market premium.**

You will be required under the National Pensions Act 2008 (ACT 766) to register and contribute five point five (5.5%) of your basic salary towards your retirement.

Your terms and conditions of service will be subject to the principles and ethics of the National Catholic Health Service/ Techiman Catholic Diocesan Health Service regulations and other administrative instructions that may be in force from time to time.

Being a new employee of the Diocese you will be given a period of orientation into the Techiman Diocesan Health Service and the National Catholic Health Service. The orientation schedule will be communicated to you later.

It is required of you to present to the DHS office a medical examination report from one of the Diocesan hospitals i.e., Nkoranza, Techiman or Yeji.

Attached is the job description of a Staff Nurse.

Kindly acknowledge in writing your acceptance of this appointment.

Yours faithfully,

Francis Tawiah
(Ag. Diocesan Health Service Director)

FRANCIS TAWIAH
AG. DIRECTOR
DIOCESAN HEALTH SERVICE
TECHIMAN BIA

Cc: The Finance Officer, Pru District Assembly
: The Executive Director, CHAG, Accra
: The Controller and Accountant – General's Dept, Accra
: The Officer in-charge, Abease Health Centre