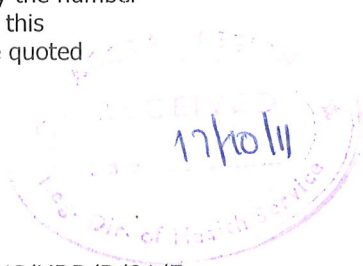


In case of reply the number
and the date of this
letter should be quoted



HUMAN RESOURCES DIRECTORATE
GHANA HEALTH SERVICE
PRIVATE MAIL BAG
MINISTRIES
ACCRA

TEL: 0302-661354/5
FAX: 0302-670329
E-mail: hrd@ghsmai.org

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

26 September 2011

Your Ref. No.....

**MS. HILDA ESI STEPHENS
ENROLLED NURSE**

**THRO' THE REG. DIR. OF HEALTH SERVICE
GHANA HEALTH SERVICE
GREATER ACCRA REGION**

Dear Ms. Stephens

APPOINTMENT AS ENROLLED NURSE

The Director-General has authorised your appointment as **Enrolled Nurse** in the Ghana Health Service with effect from **1st April, 2011.**

The salary scale attached to the post is HSS 2 Band 3 (9 – 14) i.e. GH¢379.00 – GH¢439.00 per month. You will enter the scale at the 9th step i. e. **GH¢379.00** per month. You will be eligible to earn increments on the salary scale based on your output and conduct.

You will be on probation for one (1) year after which you will be eligible for confirmation in your appointment.

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. You should contact your immediate supervisor to acquaint yourself of these regulations.

You will be required under the National Pensions Act, 2008 (Act 766) to contribute five point five percent (5.5%) of your salary towards your retirement benefit.

Please note that you are under bond and have to serve the Government of Ghana for five (5) years.

Your Regional Director of Health Service will provide you with a copy of your job description.

Please acknowledge receipt.

Yours faithfully


**DR. MARGARET CHEBERE
DEP. DIRECTOR, H R D
for: DIRECTOR-GENERAL**

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