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HUMAN RESOURCES DIRECTORATE
GHANA HEALTH SERVICE
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My Ref. No. GHS/HRD/D/01/5

Your Ref. No.

14 June, 2013

**MS. ADIKIE AKPENE PUPLAMPU
STAFF NURSE (DIP.)**

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

Dear Ms. Pupilampu

APPOINTMENT AS STAFF NURSE (DIPLOMA)

The Director-General has authorized your appointment in the Ghana Health Service as **Staff Nurse (Dip)** on probation for one (1) year with effect from **28th February, 2013**.

The salary scale attached to this post is **Single Spine Salary Structure** Pay level 15H (1 – 6) i.e. GH¢878.46 – GH¢955.71 per month. You will enter the scale at the 1st step and receive monthly gross salary of **GH¢878.46**. In addition, you are entitled to market premium applicable at the time. 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 National Pensions Act, 2008 (Act 766) to contribute five point five percent (5.5%) of your salary towards your retirement benefit.

Your Regional Director of Health Service 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 pay slip to your Regional/District Health Directorate to facilitate the processing of your salary.**

Yours faithfully

**DR. MARGARET CHEBERE
AG. DIRECTOR, HRD
for: DIRECTOR-GENERAL**

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