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My Ref. No. GHS/HRD/D/01/5/03

24 September 2010

Your Ref. No.....

**MS. VERA SARKODIE
COMMUNITY HEALTH NURSE**

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

Dear Ms. Sarkodie,

APPOINTMENT AS COMMUNITY HEALTH NURSE

The Director-General has authorized your appointment as **Community Health Nurse** in the Ghana Health Service with effect from **1st April, 2010**.

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 **Step 9** 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 of 1996 (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. McDAMIEN DEDZO
DIRECTOR, H R D
for: DIRECTOR-GENERAL**

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