

MINISTRY OF HEALTH & MEDICAL SERVICES

In collaboration with the Ministry of Health & Medical Services, the Ministry of Civil Service invites suitably qualified and eligible applicants for the re-advertised medical officer positions listed below:

VACANCY NO.	POST	SALARY BAND	POSITIONS
MOHMS 907/18	Senior Pharmacy Officer, Lautoka Hospital	H (\$34,760.31-\$44,564.50)	1
MOHMS 908/18	Senior Dental Officer, Oral Surgery [Lautoka & CWM Hospital]	I (\$43,296.63 - \$55,508.50)	2
MOHMS 909/18	Technical Officer (Laboratory), Labasa Hospital	E (\$19,041.75 - \$24,412.50)	1
MOHMS 910/18	Phlebotomist, Labasa Hospital	C (\$12,081.69 - \$15,489.35)	1
MOHMS 911/18	Assistant Statistician - Labasa Hospital	E (\$19,041.75 - \$24,412.50)	1
MOHMS 912/18	National Rheumatic Heart Disease Nurse Coordinator	H (\$34,760.31-\$44,564.50)	1
MOHMS 913/18	Executive Officer, Sigatoka Hospital	E (\$19,041.75 - \$24,412.50)	1
MOHMS 914/18	Executive Officer, Ba Mission Hospital	E (\$19,041.75 - \$24,412.50)	1
MOHMS 915/18	Executive Officer, Lautoka/Yasawa	E (\$19,041.75 - \$24,412.50)	1
MOHMS 916/18	Executive Officer, Asset Management Unit [CWM Hospital]	E (\$19,041.75 - \$24,412.50)	1
MOHMS 917/18	Executive Officer, Transport [HQ]	E (\$19,041.75 - \$24,412.50)	1
MOHMS 918/18	Accounts Officer, Salaries [HQ]	F (\$22,528.74 - \$28,883.00)	1
MOHMS 919/18	Senior Accounts Officer, CWM Hospital	H (\$34,760.31 - \$44,564.50)	1
MOHMS 920/18	Clerical Officer, Post Processing Unit [MIT]	C (\$12,081.69 - \$15,489.35)	1
MOHMS 921/18	Clerical Officer, Fiji Pharmaceutical & Biomedical Services	C (\$12,081.69 - \$15,489.35)	1
MOHMS 922/18	Clerical Officer, Macuata Sub Division	C (\$12,081.69 - \$15,489.35)	1
MOHMS 923/18	Clerical Officer, Suva Sub Division	C (\$12,081.69 - \$15,489.35)	1
MOHMS 924/18	Cook, Taveuni Hospital	B (\$5.37 - \$6.89 per hour)	1
MOHMS 925/18	Cleaner, Taveuni Hospital	A (\$4.60 - \$5.90) per hour	2
MOHMS 926/18	Laboratory Attendant, CWM Hospital	A (\$4.60 - \$5.90) per hour	1
MOHMS 927/18	Dental Assistants, CWM Hospital	B (\$5.37 - \$6.89) per hour	5
MOHMS 928/18	Fitter A, Labasa Hospital	D (\$7.50 - \$9.61) per hour	1
MOHMS 929/18	Customer Relations Officer, Labasa Hospital	A (\$4.60 - \$5.90) per hour	1
MOHMS 930/18	Hospital Attendant [Operating Theatre], Labasa Hospital	A (\$4.60 - \$5.90) per hour	1
MOHMS 931/18	Stores Attendant, Labasa Hospital	A (\$4.60 - \$5.90) per hour	1
MOHMS 932/18	Ward Assistant, Labasa Hospital	B (\$5.37 - \$6.89) per hour	1
MOHMS 933/18	Recorder, Labasa Hospital [2 Posts]	B (\$5.37 - \$6.89) per hour	2
MOHMS 934/18	Central Sterile Supply Department Attendant, Labasa Hospital	A (\$4.60 - \$5.90) per hour	2
MOHMS 935/18	Leading Hand, Labasa Hospital	E (\$9.90 - \$12.68) per hour	1
MOHMS 936/18	Joiner, Labasa Hospital	D (\$7.50-\$9.61) per hour	1
MOHMS 937/18	X-Ray Attendant, Labasa Hospital	A (\$4.60-\$5.90) per hour	1
MOHMS 938/18	Laundry Hand, Labasa Hospital	A (\$4.60-\$5.90) per hour	1
MOHMS 939/18	Packer, Fiji Pharmaceutical & Biomedical Services	B (\$5.37-\$6.89) per hour	5
MOHMS 940/18	Administrative Officer, Post Processing Unit	F (\$22,528.74 - \$28,883.00)	1
MOHMS 941/18	Accounts Officer, Fiji Pharmaceutical & Biomedical Services	F (\$22,528.74 - \$28,883.00)	1
MOHMS 942/18	Executive Officer, Human Resources [CWMH]	E (\$19,041.75 - \$24,412.50)	1
MOHMS 943/18	Senior Biomedical Engineer (CWM Hospital/Lautoka Hospital/Labasa Hospital/Fiji Pharmaceutical & Biomedical Services)	H (\$34,760.31-\$44,564.50)	4
MOHMS 944/18	Biomedical Technical Officer, Fiji Pharmaceutical & Biomedical Services	G (\$28,605.45-\$38,140.60)	1
MOHMS 945/18	Biomedical Technical Officer [CWM/Lautoka & Labasa Hospital]	G (\$28,605.45-\$38,140.60)	3
MOHMS 946/18	Supervising Dental Technician, Labasa Hospital	G (\$28,605.45-\$38,140.60)	1
MOHMS 947/18	Dental Hygienist, CWM Hospital	E (\$19,041.75 - \$24,412.50)	1
MOHMS 948/18	Nurse Unit Manager, Nakasi Health Centre	H (\$34,760.31 - \$44,564.50)	1
MOHMS 949/18	Team Leader Public Health, Nakasi Health Centre	G (\$28,605.45 - \$38,140.60)	2

*Additional performance payments may be available for our highest performers, in accordance with the Public Service Commission guidelines.

DUTY STATION: Several

The appointment process for these positions will be in accordance with the Public Service Commission Open Merit Recruitment and Selection Guideline. A full application package, including the Role Description for each position is available from the Ministry of Health & Medical Services Website, www.health.gov.fj. All applicants are encouraged to obtain this information to assist with your written application.

APPLICATION PROCESS

Applicants are to note the following when applying.

- You must personally complete the application form and sign the Declaration at the end of the form. The application form can be downloaded from the Ministry of Health Website, <http://www.health.gov.fj/PDFs/Application Form MOHMS FILLABLE 3.pdf>
- Ensure that your first name, last name and date of birth are the same as those on your identity documents
- All communication regarding your application will be via email. Ensure that you provide a valid email address and that you check this email regularly for communication regarding your application.
- As part of your application, please submit
 - A completed and signed application form;
 - Current CV outlining your qualifications and experience;
 - For clinical/technical positions only (whenever applicable): a certified copy of your registration and/or valid practicing license; and certified copies of your qualifications.
- Applicants for employment in the Ministry of Health & Medical Services must be of good character, with a background that demonstrates their commitment to the Civil Service Values contained in the Fijian Constitution. Applicants must also be Fijian Citizens, under age 55, in sound health, with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance prior to take up of duty.
- The Ministry is an Equal Employment Opportunity employer. Applications are encouraged from all eligible, qualified applicants. All applicants must address the specific knowledge, experience, skills and abilities required of the job, as this criteria will be considered in assessing the relative suitability of applicants.

SUBMISSION

Applications must be submitted by **4pm FRIDAY, NOVEMBER 9, 2018.**

Applicants are encouraged to submit their application by email to recruitment@health.gov.fj

<p>■ Applications by Post Permanent Secretary Ministry Of Health & Medical Services P O Box 2223, Gov't Bldg, Suva</p>	<p>■ Applications Delivered "DROP MOHMS JOB APPLICATION BOX" Reception Desk, Ground Floor, Dinem House, 88 Amy Street, Suva, Fiji</p>
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Note: Late applications will not be accepted

For further information please go to the Ministry website, www.health.gov.fj