



MINISTRY OF HEALTH AND MEDICAL SERVICES

The core function of the Ministry of Health & Medical Services is to provide high quality healthcare through capable governance and systems to the people of Fiji.

We invite applications for the following:

Vacancy No.	Position Title	Stations	Salary Band Salary Range	Duration (years)	No of Positions
NEWLY ADVERTISED POSITION					
MOHMS 341/2020	Executive Officer	Registry	E (\$19,041.75 - \$24,412.50) per annum	3	1
MOHMS 342/2020	Medical Orderly	St. Giles Hospital	C (\$12,081.69 - \$15,489.35) per annum	3	1
MOHMS 343/2020	Supervising Laboratory Technician	Lautoka Hospital	H (\$34,760.31 - \$44,564.50) per annum	5	1
MOHMS 344/2020	Technical Officer High Grade Microbiology	Lautoka Hospital	H (\$34,760.31 - \$44,564.50) per annum	5	1
MOHMS 345/2020	Health Inspector	Labasa Health Office	F (\$22,528.74 - \$28,883.00) per annum	5	1
MOHMS 346/2020	Health Inspector	Savusavu Health Office	F (\$22,528.74 - \$28,883.00) per annum	5	1
MOHMS 347/2020	Ward Assistant	Labasa Hospital	B (\$5.37 - \$6.27) per hour	3	2
MOHMS 348/2020	Labourer	CWM Hospital	A(\$4.60 - \$5.37) per hour	3	1
MOHMS 349/2020	Technician Attendant (CSSD)	Labasa Hospital	B (\$5.37 - \$6.27) per hour	3	1
MOHMS 350/2020	Recorder	Nadi Hospital	B (\$5.37 - \$6.27) per hour	3	1
MOHMS 351/2020	Driver	Tavua Hospital	B (\$5.37 - \$6.27) per hour	3	1
RE-ADVERTISED VACANCIES					
MOHMS 352/2020	Labourer	Lautoka Hospital	A(\$4.60 - \$5.37) per hour	3	6

MEDICAL OFFICERS NEW ADVERTISEMENT					
Vacancy No.	Position Title	Station	Salary Band Salary	Duration (years)	No. of Positions
MOHMS-MS 30/2020	Consultant – Surgical	Lautoka Hospital	Band M Step 5 MOCA A: Base: 104,445.93 + On Call Allowance: 25,861.47 + Environmental Allowance 15,516.88 = F\$144,824.20	5	1
MOHMS-MD 31/2020	Consultant – Ophthalmology	Lautoka Hospital	Band M Step 5 MOCA C: Base: 104,445.93 + On Call Allowance: 5,172.30 + Environmental	5	1

			Allowance 15,516.88 = F\$124,135.08		
MOHMS-MD 32/2020	Chief Medical Officer – Internal Medicine	Lautoka Hospital	Band L Step 6 MOCA A: Base: 100,006.07 + On Call Allowance: 25,001.52 + Environmental Allowance 15,000.91 = F\$144,824.20	5	2
MOHMS-MD 33/2020	Principal Medical Officer – Emergency	Lautoka Hospital	Band J Step 7 MOCA A: Base: 83,254.98 + On Call Allowance: 20,813.75 + Environmental Allowance 12,488.25 = F\$116,556.97	5	1
MOHMS-MD 34/2020	Principal Medical Officer – Radiology	Lautoka Hospital	Band J Step 7 MOCA B: Base: 83,254.98 + On Call Allowance: 12,488.25 + Environmental Allowance 12,488.25 = F\$108,231.47	5	1
MOHMS-MD 35/2020	Senior Medical Officer – Anaesthesia	Lautoka Hospital	Band I Step 5 MOCA A: Base: 59,394.10 + On Call Allowance: 14,848.53 + Environmental Allowance 8,909.12 = F\$83,151.74	5	1
MOHMS-MD 36/2020	Senior Medical Officer – Internal Medicine	Lautoka Hospital	Band I Step 5 MOCA A: Base: 59,394.10 + On Call Allowance: 14,848.53 + Environmental Allowance 8,909.12 = F\$83,151.74	5	2
MOHMS-MD 37/2020	Senior Medical Officer – Surgical	Lautoka Hospital	Band I Step 5 MOCA A: Base: 59,394.10 + On Call Allowance: 14,848.53 + Environmental Allowance 8,909.12 = F\$83,151.74	5	3
MOHMS-MD 38/2020	Senior Medical Officer – Ophthalmology	Lautoka Hospital	Band I Step 5 MOCA C: Base: 59,394.10 + On Call Allowance: 2,969.71 + Environmental Allowance 8,909.12 = F\$71,272.92	5	1
MOHMS-MD 39/2020	Senior Medical Officer – Pathology	Lautoka Hospital	Band I Step 5 MOCA C: Base: 59,394.10 + On Call Allowance: 2,969.71 + Environmental Allowance 8,909.12 = F\$71,272.92	5	1
MOHMS-MD 40/2020	Senior Medical Officer	Lakeba Hospital	Band I Step 5 MOCA B: Base: 59,394.10 + On Call Allowance: 8,909.12 + Environmental Allowance 8,909.12 = F\$77,212.33	5	1
MOHMS-MD 41/2020	Senior Medical Officer	Rotuma Hospital	Band I Step 5 MOCA B: Base: 59,394.10 + On Call Allowance: 8,909.12 + Environmental Allowance 8,909.12 = F\$77,212.33	5	1

The appointment process for these positions will be in accordance with the Fijian Civil Service Open Merit Recruitment and Selection guideline. A full application package, including the Role Description for the positions 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 their written applications.

Application Process

The following are to be noted when applying:

1. Applicant 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/wp-content/uploads/2019/08/Application-Form-MOHMS-FILLABLE-excluding-Medical-Officers.doc>
<http://www.health.gov.fj/wp-content/uploads/2019/08/Application-Form-MOHMS-Medical-Officers-Fillable.docx>
2. Applicant must ensure that first name, last name and date of birth are the same as those on the identity documents.
3. All communication regarding the application will be via email and the applicant is to ensure that a **valid email address is provided** for communication purposes.
4. Applicant **MUST** submit the following:
 - a. A completed and signed application form with a covering letter of no more than three [3] pages which explains how you meet each of the Knowledge & Experience/Skills & Abilities [KESA] or Selection Criteria;
 - b. Current CV outlining qualifications and experience;
 - c. For clinical/technical positions only (whenever applicable), submit a certified copy of registration and/or valid practicing license; and
 - d. Copies of qualifications.
5. Applicants must declare whether they have been the subject of an investigation or disciplinary action, if so, to provide details.
6. Candidates who do not submit the required information and documentation **WILL** not be considered.

Submission

Applications must be submitted by **4.00pm Friday 13th November, 2020**.

LATE APPLICATIONS WILL NOT BE CONSIDERED

APPLICANTS ARE TO EMAIL THEIR APPLICATIONS TO recruitment@health.gov.fj

WITHDRAWAL OF VACANCIES				
Vacancy No	Position Location	Salary Band	Date Advertised	Remarks
MOHMS 110/2020	Labourer – Lautoka Hospital	A	07/03/2020	No shortlisted candidates
MOHMS 280/2020	Cleaner – FPBS	A	08/08/2020	Position filled