



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 371/2020	Sub-Divisional Manager Nursing - MCH	Lautoka Health Centre	H (\$34,760.31 - \$44,564.50) per annum	5	1
MOHMS 372/2020	Registered Nurse	Several	F (\$22,528.72 - \$28,883.00) per annum	5	Several
The Registered Nurse MOHMS 372/2020 is an open vacancy.					

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 4.30pm Friday 15th January 2021.

LATE APPLICATIONS WILL NOT BE CONSIDERED

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

WITHDRAWAL OF VACANCIES				
Vacancy #/Positions Title	Location	Salary Band	Date Advertised	Remarks
MOHMS 369/2020	Sub-Divisional Manager Nursing - MCH	I	26/12/2020	Wrong Salary Band
MOHMS 370/2020	Registered Nurse	H	26/12/2020	Wrong Salary Band