



MINISTRY OF HEALTH AND MEDICAL SERVICES

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

We invite applications for the following:

NEW ADVERTISEMENT					
Vacancy No.	Positions Title	Station	Salary Band/ Range	Duration	No. of Positions
MOHMS 252/2021	Assistant Health Inspector	Lautoka Health Office (3), Nadi Airport (3), Nadi Health Office (1), Sigatoka Health Office (2), Nausori Health Office (1), Navua Health Office (2), Labasa Health Office (2), Savusavu Health Office (1), Vunisea Health Office (1)	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	16

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 (RD) 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 & Medical Services Website, <http://www.health.gov.fj/wp-content/uploads/2019/08/Application-Form-MOHMS-FILLABLE-excluding-Medical-Officers.doc> (**Non-Medical Officers application form**)

<http://www.health.gov.fj/wp-content/uploads/2019/08/Application-Form-MOHMS-Medical-Officers-Fillable.docx> (**Medical Officers application form**)
2. Applicant must ensure that first name, last name and date of birth are the same as those on the identity documents.
3. All communications regarding the application will be via email and the applicant is to ensure that a **valid email address is provided** for communication purposes.
4. Application **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 experiences;
 - c. For clinical/technical positions only (whenever applicable), submit a certified copy or registration and/or valid practicing license; and
 - d. Certified 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. Applicants who do not submit the required information and documentation **WILL NOT** be considered.

Submission

Applications must be submitted by **4:00pm Friday 13th August, 2021**.

LATE APPLICATIONS WILL NOT BE CONSIDERED

APPLICANTS ARE TO EMAIL THEIR APPLICATIONS TO recruitmentmohms@gmail.com

WITHDRAWAL OF VACANCIES						
Vacancy No.	Position Title / Station	Date Advertised	No of Posts	Salary Band / Salary Range	Duration (years)	Reason for Withdraw
MOHMS 18/2021	Assistant Health Inspector / Lautoka Health Office	13/02/2021	3	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 19/2021	Assistant Health Inspector / Nadi Airport	13/02/2021	3	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 20/2021	Assistant Health Inspector / Nadi Health Office	13/02/2021	1	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 21/2021	Assistant Health Inspector / Sigatoka Health Office	13/02/2021	2	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 23/2021	Assistant Health Inspector / Nausori Health Office	13/02/2021	1	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 24/2021	Assistant Health Inspector / Navua Health Office	13/02/2021	2	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 25/2021	Assistant Health Inspector / Labasa Health Office	13/02/2021	2	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 26/2021	Assistant Health Inspector / Savusavu Health Office	13/02/2021	1	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline
MOHMS 27/2021	Assistant Health Inspector / Vunisea Health Office	13/02/2021	1	Band E (\$19,041.75 - \$24,412.50) per annum	5 years	Surpassed Recruitment timeline