



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:

RE-OPEN ADVERTISEMENT					
APPLICATIONS MUST BE EMAILED TO recruitment@health.gov.fj.					
[Applicants who had already applied for these positions need not reapply]					
APPLICATIONS MUST BE SUBMITTED BEFORE 4:00pm FRIDAY 22nd APRIL 2022					
Vacancy No.	Positions Title	Station	Salary Band/ Step	Duration	No. of Positions
MOHMS 228/2021	Nurse Unit Manager – Labor Ward	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	3
MOHMS 230/2021	Nurse Unit Manager – Maternity Clinical Nurse Educator	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 231/2021	Nurse Unit Manager – Eye Department	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 233/2021	Nurse Unit Manager – Supervisor West Wing	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 234/2021	Nurse Unit Manager – New Surgical Ward	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 396/2021	Principal Medical Officer – Surgical	Labasa Hospital	Band J Step 7 MOCA A: Base 83,254.98 + On Call Allowance: 20,813.75 + Environmental Allowance 12,488.25 = <u>F\$116,556.97</u>	5 years	1
MOHMS 395/2021	Senior Medical Officer – Surgical	Labasa Hospital	Band I Step 5 MOCA A: Base 59,394.10 + On Call Allowance: 14,848.53 + Environmental Allowance 8,909.12 = <u>F\$83,151.74</u>	5 years	1

NEW ADVERTISEMENT					
APPLICATIONS MUST BE EMAILED TO recruitment@health.gov.fj.					
APPLICATIONS MUST BE SUBMITTED BEFORE 4:00pm FRIDAY 29th APRIL 2022					
MOHMS 122/2022	Principal Medical Officer – Obstetrics and Gynaecology	CWM Hospital, Lautoka Hospital and Labasa Hospital	Band J Step 7 MOCA A: Base 83,254.98 + On Call Allowance: 20,813.75 + Environmental Allowance 12,488.25 = <u>F\$116,556.97</u>	5 years	1
MOHMS 123/2022	Senior Medical Officer	St. Giles Hospital	Band I Step 5 MOCA B: Base 59,394.10 + On Call Allowance: 8,909.12 + Environmental Allowance 8,909.12 = <u>F\$77,212.33</u>	5 years	1

MOHMS 124/2022	Medical Officer – Paediatrics	Labasa Hospital	Band H Step 5 MOCA A: Base 47,684.02 + On Call Allowance: 11,921.01 + Environmental Allowance 7,152.60 = F\$66,757.63	5 years	3
MOHMS 125/2022	Medical Officer	St. Giles Hospital	Band H Step 5 MOCA B: Base 47,684.02 + On Call Allowance: 7,152.60 + Environmental Allowance 7,152.60 = F\$61,989.23	5 years	4
MOHMS 126/2022	Nurse Unit Manager – Ante Natal Clinic (ANC)	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 127/2022	Nurse Unit Manager – Paying Ward	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 128/2022	Nurse Unit Manager – Supervisor East Wing	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 129/2022	Nurse Unit Manager – Clinical Nurse Educator	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 130/2022	Nurse Unit Manager – Endoscopy	CWM Hospital	Band H (\$34,760.31 - \$44,564.50) per annum	5 years	1
MOHMS 131/2022	Team Leader	St. Giles Hospital	Band G (\$28,605.45 - \$38,140.60) per annum	5 years	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

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 67/2022	Recorder – CWM Hospital	B	19/02/2022	Filled from the Pool