

GOVERNMENT OF TONGA

SAVINGRAM

To: Chief Executive Officers/ All Government Ministries

From: Chief Executive Officer, Health

Reference No: MH 17:15B

Date: 26th April. 2023

Re: Advertisement & Re-Advertisement Internal and External of Vacant Positions, Ministry of Health.

The Ministry of Health is seeking to engage qualified applicants to apply with the following requirements.

Advertisement

#	Position	Station	Band	Division	Minimum Requirements Essential.
1.	Principal Procurement Officer,	Vaiola Hospital	J	Procurement Unit	<ul style="list-style-type: none">· Master's Degree with no working experience· Post Graduate Diploma with at least 1 year experience in a similar role or at least 3 years relevant working experience· Bachelor's degree with at least 3 years' experience in a similar role or at least 4 years relevant working experience <p><u>Qualifications acceptable for this role must be in Business Commerce or Procurement from a recognized educational institution.</u></p>
2.	Dental Officer	Vaiola Hospital	J	Dental Division	<ul style="list-style-type: none">· Bachelor's degree with no working experience <p><u>Qualifications acceptable for this role must be in Dental Surgery, or Dental Medicine from a recognised educational institution.</u></p>

RE-ADVERTISEMENT

3	Telephone Operator	Vaiola Hospital	R	Corporates	<ul style="list-style-type: none"> • Form 6 PSSC or equivalent of Certificate level 2 - Current TPS employee with 5 years' experience in a <u>similar role</u> (meeting other core competency and experience requirements specified in the job description + PMS scores of 3 or above for the past 2 consecutive years)
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All interested applicants are required to submit their application with the relevant supporting documents

- Cover letter, addressed to the Chief Executive Officer of the Ministry of Health, Vaiola Hospital, Tofoa.
- certified transcripts
- certificates
- updated CV,
- Police record & certified copy of birth certificate (submit only if you are not a Public Servant)
- 2 reference letters

Applications that

- does not meet the minimum requirement (tabled above)
- Late,
- Incomplete supporting document **will NOT be considered for shortlist.**

All Applications must be received no later than **4:30pm, Tuesday 9th May.2023.**

Public servants who wish to apply **MUST** submit their applications with the endorsement of their respective Chief Executive Officer.

Should you require a copy of the job description, or any further information regarding the above mentioned vacancy, please do not hesitate to call 740-0403.

Respectfully,


 Mrs Suleti Topur
 for Chief Executive Officer for Health

