

GOVERNMENT OF TONGA

SAVINGRAM

To: Chief Executive Officers/ All Government Ministries

From: Chief Executive Officer, Health

Reference No: MH 17:15B

Date: 12th April. 2023

Re: Advertisement & Re-Advertised 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.

#	Position	Station	Band	Division	Minimum Requirements Essential.
1.	Medical Officer	Vaiola Hospital	I	Clinical Division	<ul style="list-style-type: none"> Bachelor's Degree with no working experience <u>Qualifications acceptable for this role must be in DSM, MBBS, or MD from a recognised educational institution.</u>
2.	Health Information Technology Officer,	Vaiola Hospital	L	Corporate Services Division	<ul style="list-style-type: none"> Bachelor's degree with no working experience Diploma Certificate with at least 2 years' experience in a similar role or at least 3 years relevant working experience <u>Qualifications acceptable for this role must be in Information & Communication Technology, Computer Science, Computer Networking or Network Engineer & Administrator from a recognised educational institution.</u>

RE-ADVERTISED

3.	Laundry Supervisor	Vaiola Hospitak	O	Non-Clinical	<ul style="list-style-type: none"> • Certificate level 4 + 1 years' work experience, or • Form 7 or equivalent of Certificates level 3 + 4 years' work experience. • Form 6 PSSC or equivalent of Certificate level 2 + 6 years' work experience or. <p>Current TPS employee with 5 years' experience in a similar role (meeting other core competency and experience requirements specified in the job description + PMS scores of 3 or above for the past 2 consecutive years.</p>
4.	Telephone Operator	Vaiola Hospital	R	Non - Clinical	<ul style="list-style-type: none"> • Form 6 PSSC or equivalent of Certificate level 2 <p>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)</p>
5	Driver	Vaiola Hospital	R	Transport	<ul style="list-style-type: none"> • Form 6 PSSC or equivalent of Certificate level 2 <p>- 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)</p> <p>-Exceptions: Driver (Evidence of Secondary School reaching the level of Form Five (5) or its equivalent; valid driver's license; and clean driving record for the past three (3) years)</p>

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 25th April.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 Salote Puloka
for Chief Executive Officer for Health

