

TRUST FUND FOR SPECIALISED MEDICAL CARE - CARDIAC CENTRE
Filling of Vacancies and Expression of Interest

Applications are invited from qualified candidates who wish to be considered for employment:

1) CARDIAC ANAESTHETIST

- On Establishment for Mauritian Nationals and on Contract of Employment for Expatriates

I. QUALIFICATIONS

For Mauritian Nationals, candidates should possess:

A. A medical degree or diploma and full registration as a Medical Practitioner in accordance with legislation in force in Mauritius; and

B. A registration with the Medical Council of Mauritius as Specialist in Anaesthesia

C. Candidates should have 3 years' experience in their appropriate field of speciality

OR

An equivalent qualification acceptable to the Trust Fund for Specialised Medical Care.

For Expatriate Candidates, registration should be as follows:

(i) As medical practitioners in accordance with section 22 of the Medical Council Act of the Republic of Mauritius; and

(ii) As Specialists in accordance with section 23 of the Medical Council Act of the Republic of Mauritius in the relevant fields of speciality.

Website of the Medical Council: <http://medicalcouncilmu.org/reg.html>

(a) Candidates should have **3 years'** experience in their appropriate field of speciality

OR

(b) An equivalent qualification acceptable to the Trust Fund for Specialised Medical Care.

II. DUTIES

To be responsible to the **Director Cardiac Services** of the Cardiac Centre for:-

1. providing anaesthetist services of professional calibre during surgical and other interventions/procedures in cardiac surgery;

2. organising and participating in research and training activities in his/her area of the professional specialisation;
3. assisting in the preparation of the technical and professional aspects of the corporate strategy for the development of specialised medical care in the context of medium and long term planning paying attention to the existing constraints; and
4. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Cardiac Anaesthetist in the roles ascribed to them.

NOTE:

- (i) The incumbent is required to be on call at night, during weekends and on public holidays. He may also be required to work long hours at any time during the day or night.

III. SALARY

For candidates on contract of employment:-

- Negotiable

VI. OTHER BENEFITS

(a) Duty Remission

100% duty remission for the purchase of a car with petrol engine capacity of up to 1500 c.c.

(b) Loan for the purchase of a 100% Duty Free Car up to 1500 c.c

Loan facilities equivalent to a maximum of 21 months' salary (if bank guarantee is produced) or 12 months' salary (if no bank guarantee is produced), with interest at the rate of 3% at the prevailing repo rate, refundable in 84/48 monthly instalments as applicable.

(c) Travelling Allowance

Rs15180 both for attending duty and for official travelling, or you may opt for mileage allowance at the rate of Rs9.05 per km for both official purposes and for attending duty.

(d) On Call Allowance

- (i) Allowance of Rs1260 (MUR) and Rs 1885 (MUR) for being on call outside normal working hours on weekdays and on Sundays and Public Holidays respectively.

- (ii) The normal working hours are:
 - (a) From 0900 hours to 1600 hours on weekdays; and
 - (b) From 0900 hours to noon on Saturdays.
- (iii) Allowance for attending hospital during on call at the rate of Rs1080 per hour inclusive of travelling time.

(e) **Leave**

For Expatriates on contract of employment

- (i) Sick leave at the rate of 21 working days for every year on contract as from the second year of service. Such leave not taken will not be convertible into cash.
- (ii) Annual leave at the rate of 21 working days for every year of contract as from the second year of service which may be taken on and off to cater for brief absence. Such leave not taken may be cashed out at the end of each year of contract.

(f) **Passages**

For Expatriates on contract of employment

- (i) Economy class air passages from country of permanent residence to Mauritius on appointment and back on expiry of contract, for self, spouse and up to three dependent children below the age of 21, subject to the following:
 - (a) If the contract is of one year duration and is renewed, passages will be granted after two years;
 - (b) For subsequent extension of contract, passages will be granted every two years, unless the contract is extended for a final period of less than two years.
- (ii) An allowance to cover the cost of a maximum of 25 kgs of excess luggage by air provided the cost thereof does not exceed the amount that would have been payable had a maximum of four tons (4.5 cubic meters) of baggage being transported by sea, on appointment to Mauritius and on expiry of final contract; and
- (iii) A transfer grant equivalent to 5% of your annual salary, to cover incidental charges, on expiry of final contract.

(g) **Accommodation (for Expatriates on contract of employment only)**

A monthly rent allowance will be paid as per regulations in force.

(h) **Gratuity (for Expatriates on contract of employment only)**

A gratuity of 2 months' salary drawn is payable on completion of 12 months' satisfactory service.

(i) **End of Year Bonus**

A bonus equivalent to one month's salary (if officer has served for a full calendar year) or on a pro-rata basis (if officer has served for less than one calendar year) provided the officer has been in employment on 31 December.

Note: Salaries and Allowances are in Mauritian Rupees

2) CARDIAC SURGEON

- On Contract (For Expatriates and Mauritian Nationals)

I. QUALIFICATIONS:

For Mauritian Nationals, candidates should possess:

- A.** A medical degree or diploma and full registration as a Medical Practitioner in accordance with legislation in force in Mauritius; and
- B.** A registration with the Medical Council of Mauritius as Specialist in Anaesthesia
- C.** Candidates should have **3 years** experience in their appropriate field of speciality.
- D.** Candidates should:
 - (i) be fully conversant with -
 - (a) heart lung machine;
 - (b) priming for age; and
 - (c) pre, per and post operative myo-cardiac protection and all relevant cardiac surgical procedures;
 - (ii) have good interpersonal and communication skills; and
 - (iii) have wide experience in cardiac surgical supplies and their costs.

OR

An equivalent qualification acceptable to the Trust Fund for Specialised Medical Care.

For Expatriate Candidates, registration should be as follows:

Candidates should be registered:

- (i) As medical practitioners in accordance with section 22 of the Medical Council Act of the Republic of Mauritius; and
- (ii) As Specialists in accordance with section 23 of the Medical Council Act of the Republic of Mauritius as Cardiac Surgeon.

Website of the Medical Council: <http://medicalcouncilmu.org/reg.html>

D. Candidates should:

- (i) be fully conversant with -
 - (a) heart lung machine;
 - (b) priming for age; and
 - (c) pre, per and post operativemyo-cardiac protection and all relevant cardiac surgical procedures;
- (ii) have good interpersonal and communication skills; and
- (iii) have wide experience in cardiac surgical supplies and their costs.

OR

An equivalent qualification acceptable to the Trust Fund for Specialised Medical Care.

II. ROLE AND RESPONSIBILITIES:

To be responsible for the provision of an effective and efficient clinical service in the field of cardiac surgery.

RESPONSIBLE TO:

1. The Director Cardiac Services of the Trust Fund for Specialised Medical Care.

III. DUTIES:

- (i) To perform clinical duties and other work pertaining to his speciality;
- (ii) To mentor and train junior medical, nursing and other health personnel;
- (iii) To initiate and participate in surveys and research activities and publications; and
- (iv) To contribute to the development of health programmes.

2. To use ICT in the performance of his duties.
3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Specialists/Senior Specialists in the roles ascribed to them.

IV. NOTE:

Cardiac Surgeons may be required to be on call at night, during weekends and on public holidays. They may also be required to work long hours at any time during day or night.

V. SALARY:

- Negotiable

VI. OTHER BENEFITS

(j) Duty Remission

100% duty remission for the purchase of a car with petrol engine capacity of up to 1500 c.c.

(k) Loan for the purchase of a 100% Duty Free Car up to 1500 c.c

Loan facilities equivalent to a maximum of 21 months' salary (if bank guarantee is produced) or 12 months' salary (if no bank guarantee is produced), with interest at the rate of 3% at the prevailing repo rate, refundable in 84/48 monthly instalments as applicable.

(l) Travelling Allowance

Rs15180 both for attending duty and for official travelling, or you may opt for mileage allowance at the rate of Rs9.05 per km for both official purposes and for attending duty.

(m) On Call Allowance

(iv) Allowance of Rs1260 (MUR) and Rs 1885 (MUR) for being on call outside normal working hours on weekdays and on Sundays and Public Holidays respectively.

(v) The normal working hours are:

(c) From 0900 hours to 1600 hours on weekdays; and

(d) From 0900 hours to noon on Saturdays.

- (vi) Allowance for attending hospital during on call at the rate of Rs1080 per hour inclusive of travelling time.

(n) **Leave**

For Expatriates and Mauritian Nationals on contract of employment

- (iii) Sick leave at the rate of 21 working days for every year on contract as from the second year of service. Such leave not taken will not be convertible into cash.
- (iv) Annual leave at the rate of 21 working days for every year of contract as from the second year of service which may be taken on and off to cater for brief absence. Such leave not taken may be cashed out at the end of each year of contract.

(o) **Passages**

For Expatriates on contract of employment

- (iv) Economy class air passages from country of permanent residence to Mauritius on appointment and back on expiry of contract, for self, spouse and up to three dependent children below the age of 21, subject to the following:
 - (c) If the contract is of one year duration and is renewed, passages will be granted after two years;
 - (d) For subsequent extension of contract, passages will be granted every two years, unless the contract is extended for a final period of less than two years.
- (v) An allowance to cover the cost of a maximum of 25 kgs of excess luggage by air provided the cost thereof does not exceed the amount that would have been payable had a maximum of four tons (4.5 cubic meters) of baggage being transported by sea, on appointment to Mauritius and on expiry of final contract; and
- (vi) A transfer grant equivalent to 5% of your annual salary, to cover incidental charges, on expiry of final contract.

For Mauritian Nationals on contract of employment

Passages will be granted at the rate of 5% of annual salary drawn. Passages will not be granted during the 21 days annual leave whether taken or cashed.

(p) **Accommodation (for Expatriates on contract of employment only)**

A monthly rent allowance will be paid as per regulations in force.

(q) **Gratuity (for both Expatriates and Mauritian Nationals on contract of employment only)**

A gratuity of 2 months' salary drawn is payable on completion of 12 months' satisfactory service.

(r) **End of Year Bonus**

A bonus equivalent to one month's salary (if officer has served for a full calendar year) or on a pro-rata basis (if officer has served for less than one calendar year) provided the officer has been in employment on 31 December.

Note: Salaries and Allowances are in Mauritian Rupees

3) PROCUREMENT AND SUPPLY OFFICER (On Establishment)

I. QUALIFICATIONS:

Appointment should be made from candidate possessing:

A. A Cambridge Higher School Certificate;

And

B. A Certificate in Procurement and Supply Management or a Certificate in Purchasing and Supply Management from a recognised institution.

Equivalent qualifications to A and B above are acceptable to the Board of Trustees.

And

C. Reckoning at least four years' experience in Procurement and Supply Management.

D. Candidates should be computer literate.

Candidates should produce written evidence of knowledge claimed.

E. Candidates should:

(i) be conversant with Procurement and Supply Management including basic principles in Procurement, Supply and Warehouse Operations and any other relevant financial and supplies regulations.

(ii) have good interpersonal and communication skills; and

(iii) have initiative and judgement in problem solving.

II. DUTIES:

1. To be responsible to the Executive Director through the Administrative Secretary for the technical aspects of their duties.
2. To flag non-compliance and misinterpretation of existing rules and regulations to the Executive Director through the Administrative Secretary.
3. To organise and manage procurement and supply activities or to assist in such activities at the Trust Fund.
4. To perform procurement, warehousing and stock control duties in compliance with the provisions laid down in the Financial Management Kit and regulations made under the Public Procurement Act and other regulations in force as appropriate.
5. To assist the Executive Director in the appraisal and review exercises related to procurement, supply and warehousing operations.
6. To use ICT in the performance of his/her duties.
7. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Procurement and Supply Officer in the roles ascribed to him/her.

III. SALARY:

On Establishment

The permanent and pensionable post carries salary in a scale of **Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 – 55950.**

4) TRAINEE SPECIALISED NURSING OFFICER (Enlistment for three years training)

I. AGE LIMIT:

Candidates, unless already in the Service, should not have reached their **45th** birthday by the closing date for the submission of applications.

II. QUALIFICATIONS:

A General Certificate of Nursing awarded by the Ministry of Health and Wellness,

OR

Any Nursing Diploma recognized by the Nursing Council of Mauritius.

III. TRAINING:

On enlistment, Trainee Specialised Nursing Officers will be required to undergo on-the-job training for a period of at least three years.

On successful completion of the training, Trainee Specialised Nursing Officers will be eligible for appointment as Specialised Nursing Officers as and when vacancies occur.

IV. DUTIES:

While under training, Trainee Specialised Nursing Officers will be required -

1. To ensure that: -
 - (i) the highest standard of nursing care is maintained at all times under supervision;
 - (ii) all relevant information regarding the patients' care is communicated to the Head Nurse and other disciplines as necessary and is correctly documented;
 - (iii) the patient confidentiality is maintained at all times;
 - (iv) safe custody and administration of all drugs in accordance with Trust procedure and the requirements of the Dangerous Drug Act are exercised;
 - (v) economic use of all resources is made; and
 - (vi) all equipment are kept in good working order.
2. To assist and cooperate with other disciplines and other wards/units in the total care of patients.
3. To assist in the admission of new patients and transfer of patients to other wards in the unit.
4. To report all accidents and untoward incidents to the Head Nurse.
5. To perform such other duties directly related to the main listed above or related to the delivery of the output and results expected from the Trainee Specialised Nursing Officer in the roles ascribed to them.

V. SALARY:

The permanent and pensionable post carries salary in the scale of **Rs 30265 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 – 53400 QB 54500 x 1450 – 57400.**

5) SPECIALISED NURSING OFFICER (On Contract of Employment for Registered Nursing Officers whose age do not exceed 70 years)

QUALIFICATIONS:

- A.** General Certificate of Nursing awarded by the Ministry of Health, Mauritius or any Nursing Diploma recognized by the Nursing Council of Mauritius.
- B.** At least 3 years continuous experience in Cardiac Intensive Care Unit.

III. DUTIES:

Responsible to the Specialised Head Nurse for-

- 1. bed making with or without the help of Assistant Nurses;
- 2. blanket or ordinary bathing with or without the help of Assistant Nurses;
- 3. the taking and accurate recording of the temperature, pulses, blood pressure and respiration of patients;
- 4. patient hygiene and comfort;
- 5. treatment of pressure parts;
- 6. feeding of **all helpless** patients;
- 7. cleansing of all instruments and ward equipment, excluding sanitary utensils after use;
- 8. assisting patients with sanitary utensils;
- 9. all dressings and injections;
- 10. serving all meals;
- 11. cleanliness of the medicine cupboard and the accurate labeling of all bottles and jars;
- 12. maintaining appropriate stock level and records of medication;
- 13. the collection of specimens
 - (a) for inspection
 - (b) for pathological examination
- 14. preparing the necessary equipment for/and assisting the physician with diagnostic tests and therapeutic measures;
- 15. ensuring that all orders issued and all forms of treatment ordered by Specialised Registered Medical Officer/the Manager for Specialised Nursing Care are carried out;
- 16. keeping ward records and reports on the conditions of patients;
- 17. under medical direction and/or supervision, discharging the following duties:
 - Blood collection
 - Blood transfusion
 - Intravenous drip; intravenous injection
 - Taking of blood specimens
 - Irrigation of certain body cavities
 - e.g. bladder, stomach

18. patients property to be listed on admission and any valuable or large sums of money to be handed in for safe custody or given to relatives to take away;
19. for notifying relatives when patients is due for discharge or transfer or when the clinical condition is deteriorating;
20. In case of death of patient,
 - (a) obtaining confirmation of death from a doctor who will enter time of death in patients notes;
 - (b) ensuring that notification of death is sent to the Manager for Specialised Nursing Care and the Administration of the Centre and the relatives of patient;
 - (c) performing last offices before moving body to mortuary; and
21. performing any other cognate duties.

NOTE:

- (i) The incumbent is required to be on call at night during weekends and on public holidays. He may also be required to work long hours at any time during the day or night.
- (ii) The incumbent will not be authorized to undertake private practice when his services would be at the disposal of the Trust Fund for Specialised Medical Care only.

IV. SALARY:

Negotiable

VI. OTHER BENEFITS

(s) Travelling Allowance

As per regulations in force.

(t) Leave

- (v) Sick leave at the rate of 21 working days for every year on contract as from the second year of service. Such leave not taken will not be convertible into cash.
- (vi) Annual leave at the rate of 21 working days for every year of contract as from the second year of service which may be taken on and off to cater for brief absence. Such leave not taken may be cashed out at the end of each year of contract.

(u) Passages

Passages will be granted at the rate of 5% of annual salary drawn. Passages will not be granted during the 21 days annual leave whether taken or cashed

(v) Gratuity

A gratuity of 2 months' salary drawn is payable on completion of 12 months' satisfactory service.

(w) **End of Year Bonus**

A bonus equivalent to one month's salary (if officer has served for a full calendar year) or on a pro-rata basis (if officer has served for less than one calendar year) provided the officer has been in employment on 31 December.

6) SPECIALISED REGISTERED MEDICAL OFFICER (On Establishment and on Contract of Employment)

I. AGE LIMIT (For Establishment only):

Candidates, unless already in the Service, should not have reached their **45th birthday** by the closing date for the submission of applications.

II. QUALIFICATIONS:

- A. (i) A medical degree or diploma and full registration as a Medical Practitioner in accordance with legislation in force in Mauritius.
- B. At least five years' experience as Medical Practitioner of which at least two years should be in Cardiac Surgery.

Candidates should produce written evidence of any experience claimed.

III. DUTIES:

- 1. To be responsible to the Director of the Cardiac Centre -
 - (i) Performing specialised clinical duties; and
 - (ii) Providing specialised medical coverage at night, during weekends and on public holidays and whenever necessary.
- 2. To perform such other duties directly related to the main listed above or related to the delivery of the output and results expected from the Specialised Registered Medical Officer in the roles ascribed to them.

NOTE:

- (i) The incumbent may be required to perform night duties including Sundays, Public Holidays and officially declared cyclone days.

IV. SALARY:

On Establishment

The permanent and pensionable post carries salary in a scale of **Rs 60600 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 102500 x 3750 - 110000 x 4000 – 114000.**

On Contract Basis

Negotiable

OTHER BENEFITS

Rs 15180 both for attending duty and for official travelling, or you may opt for mileage allowance at the rate of Rs 9.05 per km for both official purposes and for attending duty.

Leave

- (vii) Sick leave at the rate of 21 working days for every year on contract as from the second year of service. Such leave not taken will not be convertible into cash.
- (viii) Annual leave at the rate of 21 working days for every year of contract as from the second year of service which may be taken on and off to cater for brief absence. Such leave not taken may be cashed out at the end of each year of contract.

(x) Passages

Passages will be granted at the rate of 5% of annual salary drawn. Passages will not be granted during the 21 days annual leave whether taken or cashed.

(y) Gratuity

A gratuity of 2 months' salary drawn is payable on completion of 12 months' satisfactory service.

(z) End of Year Bonus

A bonus equivalent to one month's salary (if officer has served for a full calendar year) or on a pro-rata basis (if officer has served for less than one calendar year) provided the officer has been in employment on 31 December.

(aa) Night Coverage Allowance

- (vii) Specialised Registered Medical Officers who are required to put in additional hours of work at night, on Saturday afternoon, Sundays and Public Holidays

are compensated at the normal hourly rate based on the salary point reached in their respective salary scale, for every additional hour put in.

(viii) The normal working hours are:

(e) From 0900 hours to 1600 hours on weekdays; and

(f) From 0900 hours to noon on Saturdays.

Mode of Application:

Candidates should submit their application on the Prescribed Form available along with relevant copies of Professional Certificates/relevant certificates to the under-mentioned address in hard copy **by registered post not later than 1500 hours on Wednesday 04th February 2026.**

Applications for posts number 1, 2, 4, 5, 6 should be submitted in Prescribed **Application Form B**. Applications for posts number 3 should be submitted in Prescribed **Application Form A**.

The post applied for should be clearly marked on the top left hand corner of the envelope.

Note:

- (i) The Trust Fund for Specialised Medical Care reserves its rights not to make any appointment as a result of this exercise.
- (ii) Only the best qualified candidates will be considered for interview.
- (iii) Late/incomplete application or application not made on the prescribed application form will not be considered.
- (iv) Inaccurate or incomplete filling of the application form or non-submission of photocopies of required certificates may entail elimination of the applicant.

**Trust Fund for Specialised Medical Care
Cardiac Centre
Pamplemousses
Mauritius
Phone No: (230) 2438220/2438110**

Date: 15th January 2026