

# MINISTRY OF HEALTH AND WELLNESS

## Circular Letter No. 2 of 2026

### Vacancy for the post of Pool Attendant (Hydrotherapy Unit)

Applications are invited from qualified employees of the Ministry who wish to be considered for appointment as **Pool Attendant (Hydrotherapy Unit)** in the Ministry of Health and Wellness.

#### **II. QUALIFICATIONS**

By selection from among employees in the grade of Attendant (Hospital Services) (on shift) **on the permanent and pensionable establishment** of the Ministry who reckon at least three years' service in the grade.

Experience in handling of patients for hydrotherapy care is desirable.

#### **III. DUTIES**

1. To open and close the Hydrotherapy Unit.
2. To clean and maintain the pool, showers, toilets and accessories.
3. To regularly monitor the pH of pool water and level of chlorine.
4. To daily siphon off dirt and vacuum clean the pool flooring and walls.
5. To regularly backwash the pool filter.
6. To collect pool water specimen weekly and despatch it to the Bacteriology Department for analysis.
7. To monitor and ensure proper storage of pool chemicals and other accessories.
8. To daily monitor the pool water temperature.
9. To regularly clean the pool accessories, such as filter and pump, etc and heater of the Hydrotherapy Unit.
10. To assist physiotherapy personnel in handling difficult and obese patients in and out of the pool.
11. To wheel-chair patients to the Hydrotherapy Unit.
12. 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 Pool Attendant (Hydrotherapy Unit) in the roles ascribed to him.

#### **IV. SALARY**

The permanent and pensionable post carries salary in the scale of Rs 24,545 x 300 – 26,945 x 320 – 28,865 x 350 – 30,965 x 400 – 31,765 x 425 – 33,040 x 560 – 35,840.

The selected candidates will, in the first instance, be appointed in a temporary capacity for a period of six months and will draw a flat salary of Rs 24,545 a month. However, for the year 2026, selected candidates will draw the corresponding discounted salary of Rs 22,719 a month as specified at Row 3 of the Consolidated Master Conversion Table in the Annex to the Ministry of Public Service and Administrative Reforms Circular Letter No. 3 of 2026.

If the employee is drawing a higher salary, he will retain the salary of his substantive post. Consideration will, thereafter, be given for his appointment as **Pool Attendant (Hydrotherapy Unit)** in a substantive capacity subject to being favourably reported upon by his Head of Division/ Section.

**V. MODE OF APPLICATION**

- a. Qualified candidates should submit their application on the prescribed form which may be obtained either from the Hospital Executive Assistant's Office or the Human Resource (HR) Sections of the Regional Hospitals or at the Reception Counter of the Ministry of Health and Wellness, Level 2, Nexsky Building, Cybercity, Ebene, or from the website of the Ministry at <http://health.govmu.org>
- b. Candidates should submit their application form in duplicate. The original to be sent directly to the Senior Chief Executive, Ministry of Health and Wellness before the closing date and the duplicate, through their respective Heads of Divisions/Sections and Human Resource Section of their respective region, within a week of the closing date.

**VI. IMPORTANT**

- a. Care should be taken to fill the application form correctly. Incomplete, inadequate or inaccurate filling of the application form may entail elimination of the applicant.
- b. Applications not made on the prescribed form will not be accepted.
- c. The originals of birth and educational qualification certificates should not be submitted with applications, but applicants should produce same as and when called upon to do so.
- d. Head of Sections/Divisions should ensure that the contents of this Circular are brought to the attention of all eligible employees and that, in the case of employees who are overseas or on leave, a copy of the Circular together with the Application Forms, are despatched to these employees on the very day on which the Circular is issued.

**VII. CLOSING DATE**

Application Forms should reach the Acting Senior Chief Executive (Attention Human Resource Section A), Ministry of Health and Wellness, **2<sup>nd</sup> Floor, Nexsky Building, Cybercity, Ebene** not later than 3.30 p.m on Tuesday 03 March 2026. Applications received after the closing date will not be considered. The onus for the prompt submission of applications, so that they reach within the prescribed date rests solely on the applicants.

**VIII. When transmitting duplicate of the Applications Forms:-**

- (a) Heads of Divisions/Sections should verify all documents and evidence in respect of information given under any of the headings at **Section A** of the application form and complete **Section B** of the application form of each applicant of their respective Divisions/Sections and sign the last part therein, certifying the correctness of the particulars recorded. The duplicate form should be submitted to the Human Resource Section within **one week** after the closing date; and
- (b) Human Resource Section (Regional Hospital) should verify the duplicate copy and complete **Section C** before submitting any application to the Acting Senior Chief Executive (Attention Human Resource Section A), Ministry of Health and Wellness, 2nd Floor, Nexsky Building, Cybercity, Ebene, within fifteen days after the closing date.

Date: 11 February 2026

Ministry of Health and Wellness  
2<sup>nd</sup> Floor, Nexsky Building  
Cybercity  
Ebene

*Copy to: Regional Health Services Administrators, JH, SSRNH, SAJH, JNH and VH  
Chief Hospital Administrator  
Hospital Administrator, All Hospitals  
Manager, Human Resources, JH, SSRNH, SAJH, JNH and VH  
File "Circular"*



# MINISTRY OF HEALTH AND WELLNESS

## Application Form for the Post of Pool Attendant (Hydrotherapy Unit)

### SECTION A

*(to be filled in by Applicant)*

1. **Post applied for:** .....
2. **Date of advertisement:** .....
3. **Title:** Mr ☐ Mrs ☐ Miss ☐ (Tick as appropriate)
4. **Surname** *(in block letters)*: .....
5. **Other names:** .....
6. **Maiden Name** *(if applicable)*: .....
7. **Date of Birth:** .....
8. **Age:** .....
9. **National Identity No.:** .....
10. **Telephone No.:** Res:.....  
Mobile: .....
11. **Residential Address** *(in block letters)*: .....
12. **Place of work:** .....
13. **Date joined service:**..... as .....
14. **Date transferred to Permanent and Pensionable Establishment:** .....
15. **Present Job Title:** .....
16. **Date of Present Appointment:** .....
17. **Previous Appointment held in the Government Service and Capacity:**

<i>Appointment</i>	<i>From</i>	<i>To</i>	<i>Ministry/Department</i>

18. **Educational Qualifications:**

(a) **Detailed Results**

<i>C.P.E/PSLC Year.....</i>		<i>Cambridge S.C Year.....</i>		<i>GCE 'O' Level Year.....</i>	
<i>Subjects</i>	<i>Grade</i>	<i>Subjects</i>	<i>Grade</i>	<i>Subjects</i>	<i>Grade</i>

Note: Please attach copies of birth and educational certificates.

19. **Any experience relevant to the post applied for (attach documentary evidence of experience claimed):**

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20. (a) **Have you been the subject of an investigation/enquiry for any offence during the last 10 years?**

Answer Yes or No .....

If Yes, indicate nature of offence and date of outcome.

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- (b) Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty during the last 10 years?

Answer Yes or No .....

If Yes, give details (court, charge, date of judgement and sentence – e.g imprisonment, fine, caution or conditional discharge): -

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Date:.....

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*Signature of Applicant*

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**SECTION B**

*(to be filled in by Head of Division/Section/Unit concerned)*

- (i) Statement of sick leave taken and unauthorised leave:

Year	Sick Leave Taken	Leave without pay	Unauthorised absences
2023			
2024			
2025			

- (ii) Report on applicant:

Work: ..... Conduct: ..... Attendance: .....

- (iii) Comments, if any, on experience claimed and any other remarks:

.....  
.....

Date:.....

.....  
*Signature*

*Name (in full):* .....

*Post Held:* .....

[ Stamp of Ministry ]

**SECTION C**

To be filled by an officer not below the rank of Human Resource Executive in the Human Resource Section of the Regional Hospitals where the applicant is posted

- (i) Whether officer has been subject to disciplinary action for the past ten years. If in the affirmative, please give details:

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- (ii) Whether the officer was / or is subject to police enquiry for any offence. If in the affirmative, please give details:

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- (iii) Overall Score of Performance obtained according to the Performance Appraisal Form during the past 3 years:

<i>Year</i>	<i>Rating</i>	<i>Year</i>	<i>Rating</i>	<i>Year</i>	<i>Rating</i>
2022/2023		2023/2024		2024/2025	

I certify that particulars under Section A, B and C have been verified and found correct.

*Date:*.....

.....  
*Signature*

*Name (in full):* .....

*Designation:* .....

[ Stamp of Ministry ]