

MINISTRY OF HEALTH AND WELLNESS

Circular Letter No. 9 of 2026

Vacancies for the post of Tradesman's Assistant

Applications are invited from qualified employees on the permanent and pensionable establishment of the Ministry who wish to be considered for appointment as Tradesman's Assistant in the following fields in the Ministry of Health and Wellness:

- (a) Masonry;
- (b) Welding;
- (c) Electric;
- (d) Plumbing and Pipe Fitting; and
- (e) Orthopaedic Appliance Making (Orthosis/Prothesis)

I. QUALIFICATIONS

By selection from among employees on the permanent and pensionable establishment of the Ministry who

- (a) possess the Certificate of Primary Education; and
- (b) have knowledge of the appropriate trade.

Note 1: In the absence of employees possessing the Certificate of Primary Education, consideration will be given to candidates who show proof of being literate.

Note 2: Tradesman's Assistants will be required to pass the appropriate trade test to be eligible for appointment as Tradesman.

Candidates should produce written evidence of knowledge claimed.

II. DUTIES

1. To work under the supervision of a Tradesman and to assist the latter.
2. To be familiar with the tools of the trade and to use them to perform operations, as appropriate, and under guidance so as to develop gradually the skills necessary for the trade.
3. To ensure, that all tools, equipment and accessories used in the trade are kept in good working condition.
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 Tradesman's Assistant in the roles ascribed to him.

III. SALARY

The permanent and pensionable post carries salary in the scale of Rs 22445 x 300 – 26945 x 320 – 28865 x 350 – 30965 x 400 – 31765 x 425 – 32190 a month.

The selected candidates will be appointed in a temporary capacity in the first instance for a period of six months and will draw a flat salary of Rs 22445. However, for the year 2026 candidates will draw the corresponding discounted salary of Rs 20651 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. Moreover, employees drawing higher salaries will retain the salaries of their substantive posts, where applicable. Consideration will, thereafter, be given for their appointment as **Tradesman's Assistant in the relevant field, in a substantive capacity subject to:-**

- (a) vacancies arising in the grade; and
- (b) being favourably reported upon by their respective Head of Divisions/Sections.

IV. 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 Sections of the Regional Hospitals or the Reception Counter of the Ministry of Health and Wellness, **2nd Floor, NexSky Building Cybercity, Ebene, or** from the website of the Ministry at <https://health.govmu.org/health>.
- b. Candidates should submit their Application Form in duplicate; the original to be sent directly to the Acting Senior Chief Executive, Ministry of Health and Wellness before the closing date and the duplicate, through their respective Head of Divisions/Sections and Human Resource Section of their respective region, within a week of the closing date.

V. IMPORTANT

- a. Care should be taken to fill in 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 Form, are despatched to these employees on the very day on which the Circular is issued.**

VI. CLOSING DATE

Application Forms should reach the Acting Senior Chief Executive (Attention Human Resource Section A), Ministry of Health and Wellness, **2nd Floor, NexSky Building Cybercity, Ebene** not later than **3.30 p.m on Wednesday 15 April 2026. Application Forms 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 applicants.

VII. When transmitting **duplicate of the **Application Forms**:-**

- a. Head 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 from 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. **the 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: 26 March 2026

**Ministry of Health and Wellness
2nd Floor, NexSky Building Cybercity
Ebene**