MAURITIUS INSTITUTE OF HEALTH
POWDER MILL, PAMPLEMOUSSES

Vacancy for the post of Training Manager

Applications are invited from qualified candidates who wish to be considered for appointment at the Mauritius Institute of Health (MIH) as follows:

1. Training Manager on **Sessional basis**
2. Training Manager on **Permanent Establishment**

**Candidates should:**

1. **Qualifications:**
   A. (i) be fully registered as medical practitioner in accordance with legislation in force in Mauritius; and
   (ii) Possess a postgraduate qualification in Public Health or in medical field having a component of educational methodology/pedagogy/communication or an equivalent qualification acceptable to the Board.

   B. Candidates should:
   (i) Reckon at least six months teaching experience in the health field;
   (ii) Possess strong leadership and managerial skills;
   (iii) Possess effective communication skills in French and English; and
   (iv) Be computer literate

   **Note**
   Candidates should produce written evidence of knowledge and experience claimed.

2. **Role and Responsibilities:**
   To be responsible to the Executive Director, for the development and implementation of training programmes for the health sector.

3. **Duties:**
   1. To develop and evaluate training curricula including learning materials in collaboration with team members.
   2. To provide training to participants.
   3. To coordinate and evaluate facilitators and clinical supervisors.
   4. To coordinate and supervise clinical practice.
   5. To participate in learning needs assessments; and
   6. To participate in the evaluation and follow-up of participants.
   7. To use ICT in the performance of his duties.
   8. 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 Training Manager in the roles ascribed to him/her.

4. **Age Limit:**
   (i) Candidates, unless already in the Service, should not have reached their 45th birthday by the closing date for the submission of applications.
   (ii) For candidates applying on contract or sessional basis, they should not have reached their 70th birthday by the closing date of submission of applications.
5. Fees and Salary:  

(A) Training Manager on sessional basis:  

An all inclusive allowance of Rs 700 per hour is payable (including travelling). The sessional employment which will be on a day to day basis will be of a purely temporary nature and may be terminated at anytime.

The working session will be in accordance with a programme of work prepared by the Executive Director of the MIH.

Training Manager on establishment:  

Salary: The permanent and pensionable post carries salary in scale of Rs 47,675 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 - 69,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000- 88,250 x3,125 - 91,375 a month (MIH 23).

6. Mode of Application:

(i) Qualified candidates should submit their applications on forms which may be obtained at the Mauritius Institute of Health. Application forms may also be downloaded from the website: http://mih.govmu.org

(ii) Acknowledgement of applications will be made, as far as possible, by e-mail. Candidates are, therefore, advised to submit their e-mail address.

(iii) Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant.

7. Closing Date  

Applications, duly filled in on the prescribed form with full CV, should reach the Executive Director, Mauritius Institute of Health, Powder Mill, Pamplemousses, later not than 3.30 p.m. on 15 December 2022. Envelopes should be clearly marked “Training Manager” in the top left corner.

Applications received after the closing date and time or without the required documentary evidence of qualifications and experience will not be considered.

The Institute reserves the right:-

(i) To convene only the best qualified candidates for interview; and
(ii) Not to make any appointment following this advertisement.

Date: 24 November 2022

Mauritius Institute of Health  
Pamplemousses