

## FIJI PUBLIC SERVICE OFFICIAL CIRCULAR

No. 7/2009

DATE: 15<sup>th</sup> APRIL, 2009

### ISSUED BY THE PUBLIC SERVICE COMMISSION

### THE FIJI PUBLIC SERVICE IS AN EQUAL OPPORTUNITY EMPLOYER

#### VACANCIES

**ADVERTISEMENTS** must be submitted on plain paper together with GP Form 140 for each vacancy.

**APPLICATIONS** for vacancies must be made on GP142 Form stating the appropriate reference number and submitted via the Head of the Employee's Department. All applicants must include their Curriculum Vitae (CV) with GP142 Form.

**CLOSING DATE** for all applications for the posts advertised in this circular will be 21 days from the date of publication shown above. Late applications will not be considered.

**JOB DESCRIPTIONS** Additional information may be obtained by contacting the Ministry or Department concerned.

**CIRCULATIONS** Permanent Secretary's and Heads of Departments are to ensure that copies of this circular are made available to all employees by distributing them as widely as possible. A copy should be placed on the Ministry/Department's Notice Board. Those going on in-service training abroad should make arrangements to be informed of matters of interest to them.

**RECRUITMENT AND PROMOTION POLICY** The Fiji Public Service is an equal employment opportunity employer and vacancies are opened to all Fiji citizens. The following extracts from the 1997 Constitution should be considered in all cases.

"The recruitment of persons to a state service, the promotion of persons within a state service and the management of a state service must be based on the following principles:

- (a) *Government policies should be carried out effectively and efficiently and with due economy;*
- (b) *appointments and promotions should be on the basis of merit;*
- (c) *men and women equally, and the members of all ethnic groups should have adequate and equal opportunities for training and advancement;*
- (d) *the composition of the state service at all levels should reflect as closely as possible the ethnic composition of the population, taking account, when appropriate, of occupational preferences."*

**APPOINTMENT AND PROMOTION** The following extracts from Regulation 5 of the Public Service (General) Regulations, 1999 should be carefully observed by all recommending employees.

**Subsection (1):** The appointment or promotion of a person to an office pursuant to section 147 [1] of the Constitution must be

made on the basis of merit after an open, competitive selection process, and in accordance with section 140 of the Constitution.

**Subsection (2):** An appointment or promotion may only be made if -

- (a) the vacancy in the office, or a vacancy in an office with the same duties, was notified in a Public Service Official Circular within the last year as open to any citizen of the State;
- (b) an assessment has been made of the relative suitability of the candidates for the duties, after interview or using another competitive selection process;
- (c) the assessment was based on the relationship between the candidate's work-related qualities and the work-related qualities genuinely required for the duties;
- (d) the assessment focused on the relative capacity of the candidates to perform the duties.

**Subsection (3):** The following work-related qualities may be taken into account in making an assessment referred to in sub regulation (2): -

- (a) skills and abilities;
- (b) qualifications, training and competencies;
- (c) standard of work performance;
- (d) capacity to perform at the level required;
- (e) demonstrated potential for further development;
- (f) ability to contribute to team performance.

**Subsection (4):** Sub regulation (3) does not prevent any other relevant matter being taken into account.



**Parmesh Chand**

**Permanent Secretary for Public Services**

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**Applications on completed GP 142 for the following posts should be addressed to:**

**The Permanent Secretary  
Public Service Commission  
P O Box 2211  
Government Building-  
Suva**

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MINISTRY OF LABOUR, INDUSTRIAL  
RELATIONS & EMPLOYMENT

<b>334/2009</b>	<b>DIRECTOR LABOUR COMPLIANCE [RE-ADVERTISED]</b>
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This position reports directly to the Deputy Secretary and the incumbent's responsibilities are to lead, direct and manage the Labour Compliance Service of the Ministry of Labour, Industrial Relations and Employment to achieve its primary role of promoting excellence and decent work through effective and efficient promotion of productive employment relationships at all levels between employers and their organizations and workers and trade unions and also to ensure that the parties are made aware in complying with the provisions of the ERP 2007 and subsidiary Regulations, Codes of Practices and national Labour Policies. The incumbent will be responsible for the effective implementation of Government policies overall on the following: Labour Standards and Compliance covering minimum terms and conditions of employment on fundamental principles and rights at work, equal employment opportunities (EEO), maternity protection, sexual harassment in the workplaces, monitoring child labour in Fiji, employment of people with disabilities, authorization of employment agencies, attestation of foreign contracts of service, vetting of expatriate contracts of service and appointment of public holidays, registration of labour-management consultation cooperation committees (LMCCC) and LMCCC awareness training, providing advice, assistance, information, awareness or training to employers and workers or their organizations on matters under the ERP 2007, Employment Relations to

ensure speedy assessment and referrals of employment grievances and employment disputes to the Mediation Service and the Employment Relations Tribunal. Conducting informal mediation in the event of industrial action (strikes and lockouts) threats and monitoring and taking preventive actions on actual strikes and lockouts, Providing an efficient secretariat of the Wages Councils (10) on minimum wage fixing and associated surveys and researches, Administration and control of industrial associations under the Industrial Associations Act and trade unions under the ERP 2007, Facilitate the effective and efficient operations of the National Employment Opportunities Bureau on job opportunities and placement of workers locally and overseas and ensure the timely update of the entire Unit's database, facilitate the operation of the Ministry's Call Centre, ensure the timely and continuous review of the Unit's Systems and Process and any other duties delegated by the Permanent Secretary for Labour, Industrial Relations and Employment.

**Qualification:** Previous experience with policy matters and assessed ability to give advice to the Permanent Secretary at political level is required and an experience of negotiation/discussion with senior staff of Government and non-Government Agencies. Officers should have shown evidence of well-rounded forceful personalities with and ability to take far-reaching decisions. Proven ability to manage manpower and physical resources effectively is required. The best graduate with specialist degrees entering the Service at SS03/04 or equivalent levels may achieve this level after not less than 13 years of service including at least 3 years at Principal level in their discipline. Non-specialist graduates and non-graduates may achieve this level with not less than 18 and 21 years service respectively unless specialized training leading to appropriate higher-level qualifications has been completed during their career.

**Salary:** US03 \$48, 291 - \$60, 523

<b>335/2009</b>	<b>CHIEF ADMINISTRATIVE OFFICER [DIRECTOR LABOUR POLICY &amp; PRODUCTIVITY] [RE-ADVERTISED]</b>
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This position reports directly to the Deputy Secretary and its primary role is to assist the Deputy Secretary and the Permanent Secretary in the provision of sound policy advice including proactive policy advice to the Minister based on labour market information through the various labour market institutions under the *Employment Relations Promulgation 2007* (ERP) and policy advice on the effectiveness of productivity and the effectiveness of implementation of the Productivity Charter through enhancing business performance and improving productivity at the enterprise level impacting on sectoral and national levels, achieving one of the two overarching objectives of the ERP. The duties of the position include provision of legal advice through the Office of the Solicitor General, assessment of the effectiveness of the implemented policies and the related institutions under the ERP, guide corporate policy direction through provision of advice based on the Ministry's monthly, quarterly and annual performance reports, provides relevant support to the Deputy and Permanent Secretaries in the development of the Ministry's Strategic and Corporate Plans and the efficient and effective disposal of international obligatory matters. The responsibilities also include providing policy advice on all productivity matters based on research and development to the central Government, and for the training of employer based Labour-Management Consultation & Cooperation Committees (LMCC's). The appointee will be responsible for the Secretariat to the Employment Relations Advisory Board under the ERP. By extension, this responsibility includes the monitoring of LMCC's as per reports provided under the ERP and assist in compiling productivity data and measuring productivity levels at the sectoral and national levels. He/She will also be responsible for the timely and continuous review of the Units Systems and Process, assist other managers in the daily

administration and operation of the Ministry's Call Centre, ensure the timely update of its Units database, assist the Permanent Secretary in the administration of APO matters, ensure the Ministry's successfully participation in the Service Excellence programs and other duties delegated by the Permanent Secretary for Labour, Industrial Relations and Employment.

**Qualification:** Previous experience with policy matters and the assessed ability to give advice to the Permanent Secretary at political level is required, is experience of negotiation/discussion with senior staff of Government and Non-Government Agencies. Officers should have shown well-rounded forceful personalities with proven intellectual capacity and the willingness and ability to take far-reaching decision. Proven ability to manage manpower and physical resources effectively is required in positions at this level, which have a bias towards Senior Management rather than policy and considerate work. The best graduate with specialist degrees entering the Service at SS04/03 or equivalent levels may achieve this level after not less than 13 years of service including at least 3 years at Principal level in their discipline. Non-specialist graduates and non-graduates may achieve this level with not less than 18 and 21 years service respectively unless specialized training leading to appropriate higher-level qualifications has been completed during the career.

**Salary:** US04 \$45, 198 - \$54, 776

MINISTRY OF HEALTH

<b>336/2009</b>	<b>HOSPITAL ADMINISTRATOR [CWM HOSPITAL]</b>
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Responsible to the Medical Superintendent for the planning, co-ordination, implementation, evaluation, supervision and control of the medical and general management of all health services and facilities including the delivery of planned services in the Divisional Hospital within agreed budgetary parameters and compliant with

standards of service developed by the Ministry of Health.

The incumbent would have overall responsibility for the preparation and monitoring of the annual hospital budget; plan, co-ordinate and implement a Hospital Development Plan for the management and operation of the Divisional hospital; promote and develop community involvement in the provision of hospital care; oversee and provide advice on the implementation of clinical standards in Sub-divisional hospitals and the exercise of inter-hospital referral protocols; oversight the supervision and evaluation of the activities of all medical and allied professions, support services, un-established and volunteer staff within the CWM Hospital. To promote a quality customer service approach and ensure that Quality Assurance/Management activities are operational and monitored in the hospital. To develop programmes to improve the quality of care and customer services provided at the hospital and to ensure that they are in accordance with OHS policy. To ensure that health education programmes are organised in the hospital and that disease outbreak surveillance, disaster and other emergency issues are appropriately handled; collect and consolidate specific returns, health reports and other information for Division and Headquarters use. Attend relevant workshops and conferences as approved by the Deputy Secretaries, at regional, national and international levels; and ensure that all staff in the hospital is appropriately instructed on the requirement for confidentiality. The incumbent should have an extensive experience in the successful management of complex operations, staff and budgets; have excellent communication (verbal and oral) skills; reputation for the exercise of discretion and sound judgment in sensitive political and personal matters; demonstrated ability for strategic planning.

**Qualification:** Previous experience with policy matters and assessed ability to give advice to the Permanent Secretary at political level is required and an experience of negotiation/discussion with senior staff of Government and non-Government Agencies. Officers should have shown evidence of well-rounded forceful personalities with and

ability to take far-reaching decisions. Proven ability to manage manpower and physical resources effectively is required. The best graduate with specialist degrees entering the Service at SS03/04 or equivalent levels may achieve this level after not less than 13 years of service including at least 3 years at Principal level in their discipline. Non-specialist graduates and non-graduates may achieve this level with not less than 18 and 21 years service respectively unless specialized training leading to appropriate higher-level qualifications has been completed during their career.

**Salary:** US03 \$48, 291 - \$60, 523

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**Applications on completed GP 142 for the following posts should be addressed to:**

**The Permanent Secretary  
Ministry of Justice, Electoral Reform, Public Enterprises & Anti-Corruption  
P O Box 2278  
Government Building  
Suva**

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DEPARTMENT OF JUSTICE

<b>337/2009</b>	<b>TECHNICAL OFFICER I</b>
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The position is responsible to the Registrar of Titles to ensure smooth running of the computer system and related services for the department; assist in advising the department on the purchase of hardware and software to ensure efficient computer services; best utilization of available human resources to ensure continuity, sustainability and efficient management of system support unit; confer with Principal Technical Officer Fiji Lands Information System [FLIS] in regards to matters pertaining to network problems and other technical issues relating hardware, software and networking to achieve set targets; ensure proper security is implemented at all levels to safeguard the system from unauthorized access; provide necessary skills and training to personnel; check data integrity, daily updating of indexing system and

data entry; producing manual searches for public and internal staff; Monitor and maintain network and computer system; troubleshoot computer related problems; Provide monthly reports; Other responsibility includes processing registration of Religious Bodies and Charitable Trusts.

**Qualification:** Qualifications required for appointment as Technical Officer Class II and at least 2-3 years service in that grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Demonstrated ability to supervise and control staff and resources.

**Salary:** ST03 \$20, 336 - \$26, 806

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**Applications on completed GP 142 for the following posts should be addressed to:**

**The Permanent Secretary  
Ministry of Works, Transport & Public Utilities  
Private Mail Bag  
Samabula**

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DEPARTMENT OF NATIONAL ROADS

<b>338/2009</b>	<b>SENIOR ENGINEER [ROADS] LAUTOKA</b>
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The position is responsible to the Divisional Engineer Roads Western, Lautoka for the Investigation, Planning, Implementation and Monitoring of the National Roads Maintenance programme for Western Division and Roads Structure.

**Qualification:** Corporate membership of a recognised Institute or recognised equivalent qualifications and at least 3 years post graduate experience and/or relevant skills and experience in this particular field in any other organisation or relevant degree. Consistently good reports with at least one superior performance assessment at EP05 and assessed potential and ability to contribute at Senior level. Particular specialist experience may be required for some posts.

**Salary:** EP04 \$30, 836 - \$41, 068

<b>339/2009</b>	<b>SENIOR ENGINEER [ROADS] CENTRAL/EASTERN, WALU BAY</b>
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The position is responsible to the Divisional Engineer [Roads] Central/Eastern, Walu Bay for the Investigation, Planning, Implementation and Monitoring of the National Roads Maintenance programme for Central/Eastern Division and Roads Structure.

**Qualification:** Corporate membership of a recognised Institute or recognised equivalent qualifications and at least 3 years post graduate experience and/or relevant skills and experience in this particular field in any other organisation or relevant degree. Consistently good reports with at least one superior performance assessment at EP05 and assessed potential and ability to contribute at Senior level. Particular specialist experience may be required for some posts.

**Salary:** EP04 \$30, 836 - \$41, 068

<b>340/2009</b>	<b>SENIOR ENGINEER [ROADS] HQ</b>
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The position is responsible to the Director of National Roads, HQ for the Investigation, Planning, Implementation and Monitoring of the National Roads Maintenance programme for Headquarters and Roads Structure.

**Qualification:** Corporate membership of a recognised Institute or recognised equivalent qualifications and at least 3 years post graduate experience and/or relevant skills and experience in this particular field in any other organisation or relevant degree. Consistently good reports with at least one superior performance assessment at EP05 and assessed potential and ability to contribute at Senior level. Particular specialist experience may be required for some posts.

**Salary:** EP04 \$30, 836 - \$41, 068

<b>341/2009</b>	<b>ENGINEER [ROADS] CENTRAL/EASTERN WALU BAY</b>
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Responsible to the Divisional Engineer Roads Central/Eastern for the investigation, planning and construction of roads under the Road Upgrading Project in the Central Division.

**Qualification:** A recognised degree in Civil Engineering or relevant specialisation with no relevant work experience and/or relevant skills and experience in this particular field in any other organisation or relevant degree.

**Salary:** EP05 \$23, 888 - \$30, 342

<b>342/2009</b>	<b>SENIOR TECHNICAL OFFICER [ROADS] LAUTOKA</b>
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Responsible to the Divisional Engineer Roads Western for the Construction and maintenance of roads and aerodromes, assisting Senior Engineer and Principal Engineer [Roads] in planning and supervision of road works, co-ordination of plants and road machinery on the construction maintenance projects, drawing up maintenance programmes for Maintenance Depots and monitoring/controlling of funds/standards.

**Qualification:** Technician Diploma or equivalent qualification in relevant specialisation with at least 2-3 years service at ES03 level and/or relevant skills and experience in this particular field in any other organisation.

**Salary:** ES02 \$26, 505 - \$33, 777

<b>343/2009</b>	<b>TECHNICAL OFFICER HIGHER GRADE [ROADS] HQ</b>
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Responsible to the Senior Engineer Roads for controlling a design team/or teams on all aspect of road designs including initial route selection; survey, calculations and plotting of survey data-

route selection from ground and/or aerial surveys. Geometric designs of ancillary works, preparation of drawings and quantities and cost estimates.

**Qualification:** Technician Diploma or equivalent qualification in relevant specialisation. At least 2-3 years service in ES04 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff and manage capital resources.

**Salary:** ES03 \$20, 335 - \$26, 629

<b>344/2009</b>	<b>SUPERVISOR HIGHER GRADE [ROADS] EASTERN</b>
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Responsible to the Senior Engineer and the Divisional Engineer Roads Central/Eastern in the Planning, Quarterly Inspection and Programme of Road Activities in the two [2] major Island and Seven [7] minor Island Depots in the Eastern Division. Preparation of Estimates and Monthly Progress Reports. Managing Roads Resources and Staffing. Control Funding based on Activity. Checking and Monitoring of Weekly Advice of Costs and Expenditures. Attending Tikina Provincial Council Meeting for Kadavu, Rotuma, Lau and the Lomaiviti Provinces and Advisory Council for Levuka.

**Qualification:** Technician Diploma or equivalent qualification in relevant specialisation. At least 2-3 years service in ES04 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff and manage capital resources.

**Salary:** ES03 \$20, 335 - \$26, 629

<b>345/2009</b>	<b>SUPERVISOR HIGHER GRADE [ROADS] SAVUSAVU</b>
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Responsible to the Divisional Engineer Roads Northern for the overall management and financial control of Savusavu Roads Depot i.e Road activities and associated functions.

**Qualification:** Technician Diploma or equivalent qualification in relevant specialisation. At least 2-3 years service in ES04 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff and manage capital resources.

**Salary:** ES03 \$20, 335 - \$26, 629

<b>346/2009</b>	<b>TECHNICAL OFFICER [LABORATORY] SAMABULA</b>
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Responsible to the Engineer for the administration and control of the soils material testing laboratory. The appointee will be required to supervise material testing foundation, investigate and summarise findings in reports to clients and undertake any other duties assigned from time to time.

**Qualification:** Ordinary Technician Diploma or equivalent qualification and at least 2-3 years service in the ES06 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff.

**Salary:** ES05 \$15, 691 - \$20, 410

<b>347/2009</b>	<b>SUPERVISOR [ROADS] NAQALI</b>
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Responsible to the Divisional Engineer Roads

Central/Eastern for the overall management and financial control of the Naqali Depot.

**Qualification:** Ordinary Technician Diploma or equivalent qualification and at least 2-3 years service in the ES06 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff.

**Salary:** ES05 \$15, 691 - \$20, 410

<b>348/2009</b>	<b>SUPERVISOR [ROADS] LOMOLOMO</b>
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Responsible to the Divisional Engineer Roads include supervising, planning/organizing of sealing operations, supervising staff and sealing works, elevating sealing works to Foreman, instilling recordings of sealing works for furniture, planning and undertake any other duties assigned from time to time.

**Qualification:** Ordinary Technician Diploma or equivalent qualification and at least 2-3 years service in the ES06 grade or equivalent and/or relevant skills and experience in this particular field in any other organisation. Consistently good reports with at least one superior performance assessment and with demonstrated ability to supervise and control staff.

**Salary:** ES05 \$15, 691 - \$20, 410

<b>349/2009</b>	<b>TECHNICAL ASSISTANT [ROADS] HQ</b>
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The appointee would be required to assist senior staff in planning, site surveying, design detailing, drafting and supervising the construction of capital works projects, maintain and service existing facilities and undertake any other duties assigned from time to time

**Qualification:** A pass in Fiji School Leaving Certificate, Form 7 or equivalent OR Completion

of an appropriate apprenticeship course in their discipline OR A minimum of 6 years relevant experience in an appropriate engineering field and demonstrated ability and drive.

**Salary:** ES06 \$7, 629 - \$14, 819

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**WITHDRAWAL OF VACANCIES**

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FPSOC NO	VACANCY NO	POST
<b>MINISTRY OF HEALTH</b>		
12/2008	117/2008	Consultant [Pathology] Lautoka Hospital – withdrawn since there was no local application received.
12/2008	118/2008	Consultant [Paediatrics] Labasa Hospital – withdrawn and filled by expatriate since the lone applicant is not registered as a Specialist with the Fiji Medical Council.
12/2008	126/2008	Principal Medical Officer [Medicine] CWM Hospital – withdrawn since all posts have been substantively filled.
12/2008	129/2008	Principal Medical Officer [Anaesthetic]

		CWM Hospital [2 <sup>nd</sup> Post] – withdrawn since all posts have been substantively filled.
22/2008	419/2008	Principal [Fiji School of Nursing] – withdrawn. Filled by sideways transfer of Mrs L.Marawa, Manager Nursing.
22/2008	409/2008	Senior Medical Officer [SDMO Kadavu] Vunisea Hospital – withdrawn and to be re-advertised later due to non-availability of suitably qualified applicant.
22/2008	488/2008	Senior Medical Officer [Rotuma Hospital] – withdrawn due to non-availability of a suitably qualified candidate.
21/2008	446/2008	Principal Pharmacy Officer [Labasa Hospital] – withdrawn due to non-availability of suitably qualified candidate.
21/2008	445/2008	Principal Pharmacy Officer [Lautoka Hospital] – withdrawn due

		to non-availability of suitably qualified candidate.
21/2008	447/2008	Senior Pharmacy Officer [Fiji Pharmaceutical Services] – withdrawn due to non-availability of suitably qualified candidate.
<b>MINISTRY OF FOREIGN AFFAIRS, INTERNATIONAL CO-OPERATION &amp; CIVIL AVIATION</b>		
20/2007	802/2007	Domestic Officer [Borron House] – withdrawn as the post has been downgraded to Domestic Assistant.
<b>MINISTRY OF INDUSTRY, TOURISM, TRADE &amp; COMMUNICATION</b>		
17/2007	569/2007	Administrative Officer [Tourism Officer] – withdrawn and filled by sideways transfer of Ms Rejjili Serulagilagi.
<b>MINISTRY OF LABOUR, INDUSTRIAL RELATIONS &amp; EMPLOYMENT</b>		
2/2008	9/2008	Director Labour Compliance – withdrawn to be re-advertised.
2/2008	10/2008	Chief Administrative Officer [Policy, Productivity &

		Trade Union Service] – withdrawn to be re-advertised
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**OTHER VACANCIES**  
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**UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION**

<b>Post</b>	Director Division of Cultural Objects and Intangible Heritage
<b>Website</b>	<a href="http://www.unesco.org/employment">http://www.unesco.org/employment</a>
<b>Due Date</b>	14 <sup>th</sup> May 2009

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**PROVISIONAL APPOINTMENTS / PROMOTIONS**  
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**APPOINTMENTS**

**MINISTRY OF EDUCATION, NATIONAL HERITAGE, CULTURE & ARTS AND YOUTH & SPORTS**

CHAND, J.D Librarian, Library Service of Fiji. Vacancy No. 370/2007.

MANI, K Library Assistant, Library Service of Fiji. Vacancy No. 372/2007.

## PROMOTIONS

### MINISTRY OF HEALTH

ATUMAI, M Staff Nurse to be Sister [Lakeba Hospital]. Vacancy No. 527/2008. EDP 32508

TURAGA, L.G Senior Sister to be Matron [In-Service Training] CWM Hospital]. Vacancy No. 426/2008. EDP 31426

MA'AFU, M Health Sister to be Senior Health Sister [Sub-Divisional Health Sister] Macuata, Labasa Health Center. Vacancy No. 437/2008. EDP 31161

NAVUYA, Staff Nurse to be Sister [Nabouwalu Health Center]. Vacancy No. 440/2208. EDP 32521

RALULU, L Staff Nurse to be Sister [Raiwaqa Health Center]. Vacancy No. 441/2008. EDP 31348

TUAPATI, L Sister to be Senior Sister [Paying Ward] CWM Hospital. Vacancy No. 489/2008. EDP 32365

RAVONO, A Sister to be Senior Sister [Supervisor West Wing] CWM Hospital. Vacancy No. 490/2008 EDP 32050

VUINAKELO, M Staff Nurse to be Sister [Nausori Health Center]. Vacancy No. 525/2008. EDP 31255

DAKULIGA, T Sister to be Senior Sister [School Health] Labasa Health Center. Vacancy No. 699/2007. EDP 31499

TAGIYACO, V Staff Nurse to be Senior Sister [Supervisor] Obstetric & Gynaecology, CWM Hospital. Vacancy No. 493/2008. EDP 32407

RATUMAIMURI, A.T Senior Sister to be Matron [In-Service Training] Labasa Hospital. Vacancy No. 534/2008. EDP 31054

RAVUNIWASA, A Staff Nurse to be Sister [Taveuni Hospital]. Vacancy No. 442/2008. EDP 32273

### MINISTRY OF EDUCATION, NATIONAL HERITAGE, CULTURE & ARTS AND YOUTH & SPORTS

WAQATABU, K.V Assistant Teacher [ED8A] to be Assistant Head Teacher [ED5A] Ratu Varani Memorial School. Vacancy No.280/2007. EDP 55939

PRASAD, A Assistant Head Teacher [ED5B] to be Assistant Head Teacher [ED5C] Khemendra Bhartiya School. Vacancy No. 288/2007. EDP 42650

LINGAM, S.D Assistant Head Teacher [ED6A] to be Assistant Head Teacher [ED5A] Swami Shradanand Memorial Primary School. Vacancy No. 708/2006. EDP 8711

NAGATA, R Head Teacher [ED6D] to be Assistant Head Teacher [ED5A] Wairiki Catholic School. Vacancy No. 282/2007. EDP 8826

NAND, V Assistant Head Teacher [ED5B] to be Assistant Head Teacher [ED5C] Vunimono S D School. Vacancy No. 695/2006. EDP 9884

RAVATU, W.V	Principal [ED2D] to be Principal [ED1A] Vunisea Secondary School. Vacancy No. 196/2008. EDP 42057	RAVAI, J.L	Counselor [ED5D] to be Education Officer [Family Life] ED4B, Curriculum Advisory Services. Vacancy No. 192/2008. EDP 42243
TAWAKE, L.B	Head of Department [2] Language [ED5D] to be Assistant Principal [ED4B] Bucalevu Secondary School. Vacancy No. 387/2007. EDP 57175	TADULALA, V	Head of Department [Science] ED5C to be Education Officer [Careers] ED4B, Curriculum Advisory Services. EDP 42824
MATANIMEKE, L.G	Principal [ED2B] to be Principal [ED1A] Levuka Public School. Vacancy No. 197/2008. EDP 8511	TAMANALEVU, S	Principal [ED4C] to be Senior Education Officer [PEMAC] ED2A, Curriculum Advisory Services. Vacancy No. 185/2008. EDP 42632
PRASAD, J	Vice Principal [ED5E] to be Vice Principal [ED3A] Votualevu College. Vacancy No. 439/2007. EDP 67311	PRASAD, M	Assistant Head Teacher [ED5E] to be Education Officer [Lautoka/Yasawa] ED4B, Lautoka Education Office. Vacancy No. 191/2008. EDP 43181
BOSE, I.D	Assistant Head Teacher [ED5A] to be Head Teacher [ED4C] Ratu Meli Memorial School. Vacancy No. 227/2008. EDP 9944	RAWALAI, S	Head of Department [Mathematics] ED5D to be Senior Education Officer [Physics] ED2A, Curriculum Advisory Services. Vacancy No. 184/2008. EDP 42426
VECENAYAWA, K	Assistant Head Teacher [ED5A] to be Head Teacher [ED4C] Viwa Fijian School. Vacancy No. 229/2008. EDP 44467		
SIDAL, B.N	Assistant Head Teacher [ED5B] to be Head Teacher [ED5E] Suva Special School. Vacancy No. 234/2008. EDP 42566		
MATAKICAKAU, S.N	Head Teacher [ED6D] to be Head Teacher [ED4C] Ratu Naivalu Memorial School. Vacancy No. 226/2008. EDP 43418		
LAL, B	Head Teacher [ED5E] to be Head Teacher [ED4C] Nabekavu Primary School. Vacancy No. 224/2008. EDP 7083		

**MINISTRY OF DEFENSE, NATIONAL SECURITY, DISASTER MANAGEMENT & IMMIGRATION**

MUCUNABITU, J	Immigration Officer to be Senior Immigration Officer [Western]. Vacancy No. 95/2008. EDP 19505
RAVULA, M	Immigration Officer to be Senior Immigration Officer [Investment] Suva. Vacancy No.96/2008. EDP 45072
LAKEPA, S	Assistant Immigration Officer to be Immigration Officer [Compliance & Investigation]. Vacancy No. 98/2008. EDP 48072

LEDUA, J      Assistant Immigration Officer to  
be Immigration Officer [Permit].  
Vacancy No. 99/2008.  
EDP 59216

YABAKIVOU, T      Assistant Immigration Officer to  
be Immigration Officer  
[Research]. Vacancy No.  
97/2008.      EDP 49630

**MINISTRY OF PRIMARY INDUSTRIES**

NACOLA, M      Senior Agricultural Officer to be  
Principal Research Officer  
[AGRONOMY]. Vacancy No.  
386/2008.      EDP 40753

**OFFICE OF THE DIRECTOR OF PUBLIC  
PROSECUTIONS**

LAGILEVU, L      Legal Officer to be Senior Legal  
Officer. Vacancy No. 139/2008.  
EDP 64572

**MINISTRY OF LANDS & MINERAL  
RESOURCES**

O'CONNOR, W      Technical Officer II to be Senior  
Technical Officer [Drilling].  
Vacancy No. 253/2008  
EDP 58438

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**Items for publication in the next issue of the  
Fiji Public Service Official Circular should  
reach the Commission as follows:**

Circular dated:                      30/04/2009  
Before noon:                         15/04/2009  
Circular dated:                      15/05/2009  
Before noon:                         30/04/2009  
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**For further enquiries of advertised vacancies  
please contact the respective Post  
Processing Managers of Ministries and  
Department.**

However should you require additional  
information do not hesitate to email:  
[atamanikaiyaroi@govnet.gov.fj](mailto:atamanikaiyaroi@govnet.gov.fj) or telephone  
Alumita Tamanikaiyaroi on 3314588 ext 238 of  
the Public Service Commission.  
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