

**MINISTRY OF INFRASTRUCTURE, TRANSPORT, DISASTER
MANAGEMENT & METEOROLOGICAL SERVICES**

The Department of Fiji Meteorological Services (FMS) is mandated to provide timely and reliable weather, climate and hydrological information to the public to improve overall preparedness before a disaster strikes thus invites suitably qualified and eligible candidates to apply for the vacancies detailed;

Vacancy No	Position Title - Station	Salary Band & Range	# of Positions
DMet 01/2019	Business Development Manager	I - \$43,296.63-\$55,508.50	1
DMet 02/2019	Senior Scientific Officer (Training)	I - \$43,296.63-\$55,508.50	1
DMet 03/2019	Principal Scientific Officer Climate	J - \$51,132.98-\$65,555.10	1
DMet 04/2019	Systems Analyst	G - \$28,605.45-\$38,140.60	1
DMet 05/2019	Principal Scientific Officer National Weather Forecasting Center	J - \$51,132.98-\$65,555.10	1
DMet 06/2019	Administrative Officer	F - \$22,528.74-\$28,883.00	1
DMet 07/2019	Senior Scientific Officer National Weather Forecasting Center	I - \$43,296.63-\$55,508.50	1
DMet 08/2019	Principal Engineer/Head of Data Acquisition (Re-advertise)	J - \$51,132.98-\$65,555.10	1
DMet 09/2019	Sales & Marketing Officer	G - \$28,605.45-\$38,140.60	1

* Additional performance payments may be available for our highest performers in accordance with the Public Service Commission guidelines.

The appointment process for these positions will be in accordance with the Public Service Commission Open Merit Recruitment and Selection Guideline. A full application package, including the role description for each position is available from Fiji Meteorological Office website (www.met.gov.fj). All applicants are encouraged to obtain this information to assist with your written application.

ELIGIBILITY

All applicants for employment in the Ministry of National Disaster Management & Meteorological Services must be of good character, with a background that demonstrates their commitment to public service values contained in the Fijian Constitution. Applicants must also be Fijian Citizens, under age 55 and with a clear police record. The applicant will be required to provide a medical certificate and police clearance prior to taking up duty.

APPLICATION PROCESS FOR ALL VACANCIES

To apply and be eligible for consideration applicants must submit the following three documents;

- 1) A cover letter addressing knowledge, experience, skills and abilities required (as specified in the role description available from the Department's website on www.met.gov.fj ; strictly not more than 2 pages;
- 2) A current CV/Resume with referee contact details; and
- 3) Copies of Academic Transcripts and certificates.

SUBMISSION

All Applications must be submitted by **SATURDAY 01 February, 2019.**

NO LATE APPLICATION WILL BE CONSIDERED.

Applicants are encouraged to submit their applications on the address given below;

Application by Post:

The Permanent Secretary
Rural & Maritime Development,
National Disaster Management &
Meteorological Services
P O Box 2219
Government Building
SUVA

Applications Delivered:

"Vacancy Reference Number"
The Director Corporate
Rural & Maritime Development,
National Disaster Management &
Meteorological Services
1 Knolly Street,
SUVA

Application by email:

vacancy@met.gov.fj

Preferred Method