



TELECOMMUNICATIONS AUTHORITY OF FIJI

The Telecommunications Authority of Fiji (TAF) is seeking dynamic and motivated individuals to join our Team.

As the regulatory authority for telecommunications services in Fiji, TAF is committed to advancing the industry and ensuring that the people of Fiji have access to high-quality communications services. By joining our Team, you will have the opportunity to contribute to the growth and development of this vital sector. TAF invites suitable applications for the following vacancies:

Vacancy No.	Position Title	Salary Range	Location	Contract Duration	No. of positions
TAF 01/2023	Administration Officer & Receptionist	\$15,000 - \$25,000	Suva	3 years	1
TAF 02/2023	Finance Assistant	\$15,000 - \$25,000	Suva	3 years	1

Job Description and TAF Application Form: Available on TAF website: www.taf.org.fj

Eligibility

All applicants for employment in the TAF must be of good character, with a background that demonstrates their commitment to the public service values contained in the Fiji Constitution. Applicants must also be Fiji Citizens, under the age of 60, in sound health and with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance **prior** to commencing duty.

TAF is an Equal Employment Opportunity Employer and applications are encouraged from all eligible and qualified applicants. Only academic qualifications, specific knowledge, experience, skills and abilities required for the job will be considered in assessing the relative suitability of applicants.

Application Process

To be considered for either of these positions, applicants **must** submit the following documents:

1. Personally completed TAF Application form and signed declaration;
2. A covering letter of no more than three [3] pages which explains how you meet each of the Knowledge & Experience/Skills & Abilities [KESA] or Selection Criteria required;
3. A current CV outlining qualifications and experience with contact details of 3 referees;
4. Copies of academic transcripts.

Submission

Applications must be submitted by **4.00pm Friday 27th October 2023**. Applications are to be emailed to recruitment@taf.org.fj application by post:

OR

Application Hand Delivered: The HR Manager Telecommunications Authority of Fiji GPO Box 13413 Suva	Application Hand Delivered: The HR Manager Telecommunications Authority of Fiji 76 Gordon Street Suva
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LATE APPLICATIONS WILL NOT BE CONSIDERED