

TELECOMMUNICATIONS AUTHORITY OF FIJI

JOB DESCRIPTION: MANAGER TECHNICAL & REGULATORY

CORPORATE INFORMATION

1. Salary Range: \$67,104 - \$80,524
2. Duty Station: Telecommunications Authority of Fiji Office
3. Reporting Responsibilities:
 - a) **Reports To:** Chief Executive Officer
 - b) **Liases with:** Chairman, Manager Projects, Manager Legal, Manager Corporate Services, Team Leader, Engineer Support Officers, Finance Office, Finance Assistant, Administration Officer, Office Assistant, Driver, Stakeholders and other Government Ministries.
 - c) **Subordinates:** Team Leader Technical and Engineer Support Officers.

POSITION PURPOSE

The Manager Technical & Regulatory is responsible for leading the technical regulatory function of TAF, ensuring the effective design, implementation, and enforcement of telecommunications regulations in Fiji. The role provides strategic technical leadership and regulatory oversight across licensing, spectrum management, infrastructure development, and compliance monitoring, while supporting Government policy objectives and ensuring alignment with international best practices.

The position works directly under the CEO as well as liaising with the Board in ensuring that the position plays a critical role in promoting fair competition and investor confidence, safeguarding consumer interests, supporting digital transformation and innovation, and enabling the efficient use of national telecommunications resources.

KEY RESULTS AREA (KRA)

The position will achieve its purpose through the following:

1. Leads the development, review, and implementation of technical regulations, guidelines, and standards, ensuring alignment with national legislation, Government policy, and international frameworks, while driving regulatory reforms to support emerging technologies such as 5G, digital services, and IoT.
2. Oversees licensing frameworks, including application assessments, renewals, and compliance, while managing radio spectrum allocation, monitoring, and interference resolution, and ensuring the efficient utilization of national numbering plans and other scarce telecommunications resources.
3. Develops and implements compliance monitoring frameworks, conducts inspections, audits, and investigations of licensed operators, and enforces regulatory requirements through appropriate penalties, directives, and corrective action.

4. Provides expert technical advice to the CEO, Board, and Government on telecommunications sector issues, supports national initiatives such as Universal Service rollout, digital inclusion programs, and infrastructure sharing, and analyzes industry trends to recommend proactive regulatory responses.
5. Oversees technical approvals, including type approvals, equipment import permits, and network infrastructure compliance, while promoting infrastructure sharing and co-location frameworks to improve sector efficiency.
6. Provides leadership, coaching, and performance management to the technical team, builds internal technical capacity aligned with future industry needs, and fosters a culture of integrity, accountability, innovation, and continuous learning.
7. Identifies and manages technical and regulatory risks, ensures compliance with internal governance frameworks and audit requirements, and contributes to Board reporting, policy development, and strategic planning.

KEY PERFORMANCE INDICATORS

Performance will be measured through the following indicators:

1. Timely development and implementation of regulatory policies and frameworks, the number of regulatory reviews completed annually, and the level of alignment with national and international standards..
2. Percentage of operators compliant with license conditions, the number of compliance audits and inspections conducted, and the timeliness of resolving regulatory breaches.
3. Time taken to process license applications and approvals, the efficiency of spectrum utilization, and the reduction in interference complaints.
4. Stakeholder satisfaction levels, the number of consultations and workshops conducted, and the timeliness and effectiveness of responses to stakeholder queries.
5. Number and quality of technical advisory papers submitted to the CEO and Board, the adoption of regulatory frameworks supporting emerging technologies, and contributions to national digital initiatives.
6. Achievement of team KPIs, staff development and training completion rates, and employee engagement and retention levels.

PERSON SPECIFICATION

In addition to a Bachelor's Degree in Telecommunications Engineering, Electronics Engineering, ICT, or equivalent and a member of a recognized engineering institutions the following knowledge, experience, skills and abilities are required to successfully undertake this role:

Knowledge and Experience

1. At least 7-10 years' experience in telecommunications/ICT sector
2. At least 3–5 years in a leadership or regulatory role or similar
3. Practical, working knowledge in all aspects of telecommunication i.e. technical/policy related and technology and consultation.
4. Relevant experience and practical, working knowledge of telecommunications technologies and regulatory frameworks i.e. technical/policy related and technology.
5. Understanding on how to maintain effective working relationships

Skills and Abilities

1. Strong knowledge of telecommunications technologies and regulatory frameworks.
2. Ability to interpret and apply legislation, policies, and technical standards.
3. Ability to assess complex technical and regulatory issues and provide sound recommendations.
4. Strong stakeholder engagement, consultation, and negotiation skills.
5. Demonstrated oral and written communication skills
6. Analytical, problem-solving, and strategic thinking skills, along with sound judgment and decision-making capabilities.
7. Strong leadership, communication, and stakeholder engagement skills, with the ability to manage teams, adapt to emerging technologies, and operate effectively in a dynamic regulatory environment.
8. Service oriented approach, with a commitment to supporting the operational and corporate environment of the organization.

Personal Character and Eligibility

Applicants for employment in the Telecommunications Authority of Fiji must be Fijian Citizens, below the age of 60, be of sound health, with a clear police record. The successful applicant will be required to provide a medical certificate and police clearance as a condition of employment.

The Telecommunications Authority of Fiji is an Equal Employment Opportunity Employer. We are committed to promoting a diverse and inclusive workforce. Applicants are encouraged from all eligible and qualified applicants. Applicants highly assessed as having specific knowledge, experience, skills, and abilities required for the job will be considered.