

MEMORANDUM CIRCULAR - EOI 25/24 - 25

From: The Permanent Secretary for Public Works, Meteorological Services and Transport

Phone: 3384111

To: All Departments

File: MoIT 1/1/1

Sub: EXPRESSION OF INTEREST (EOI) – ACTING APPOINTMENT

Date: 14 Jul 25

In line with the Circular Memorandum 02/2024 on Open Merit Recruitment and Selection Guideline (OMRS), we invite the **Expression of Interest for Acting Appointment** the vacant position which is critical to the Ministry thus the need to fill via acting appointment.

No	Position(s) Title	Department/ Division	No. of Position (s)	Salary Band	Salary Range
1	Technical Officer High Grade Water	DWS	1	G	\$32,038.10 - \$40,429.04
2	Technical Officer High Grade Sewerage	DWS	1	G	\$32,038.10 - \$40,429.04
3	Executive Officer (Customer Service)	CSD	1	E	\$20,506.50 - \$25,877.25
4	Executive Officer	CSD	1	E	\$20,506.50 - \$25,877.25
5	Communication Officer	CSD	1	F	\$24,261.72 - \$30,615.98
6	Executive Officer (Training)	CSD	1	E	\$20,506.50 - \$25,877.25
7	Senior Technical Officer (Quantity Surveyor)	DBGA	1	H	\$37,434.18 - \$47,684.02
8	Principal Programming Officer	DBGA	1	J	\$55,066.28 - \$70,143.96
9	Principal Workstudy Officer	DBGA	1	J	\$55,066.28 - \$70,143.96
10	Technical Officer Higher Grade (Quantity Surveyor)	DBGA	1	G	\$32,038.10 - \$40,429.04
11	Technical Officer Higher Grade (Structures)	DBGA	1	G	\$32,038.10 - \$40,429.04
12	Senior Technical Officer (Architects)	DBGA	1	H	\$37,434.18 - \$47,684.02
13	Senior Technical Officer (Workstudy)	DBGA	1	H	\$37,434.18 - \$47,684.02
14	Senior Engineer (Structures)	DBGA	1	H	\$37,434.18 - \$47,684.02
15	Senior Technical Officer (Structures)	DBGA	1	H	\$37,434.18 - \$47,684.02
16	Technical Officer (Architects)	DBGA	1	F	\$24,261.72 - \$30,615.98
17	Technical Officer Higher Grade (Workstudy)	DBGA	1	G	\$32,038.10 - \$40,429.04
18	Technical Officer (Workstudy)	DBGA	1	F	\$24,261.72 - \$30,615.98

No	Position(s) Title	Department/ Division	No. of Position (s)	Salary Band	Salary Range
19	Technical Officer (Quantity Surveyor)	DBGA	1	F	\$24,261.72 - \$30,615.98
20	Senior Technical Officer (Buildings)	DEWCE	1	H	\$37,434.18 - \$47,684.02
21	Supervisor (Buildings)	DEWCE	1	G	\$32,038.10 - \$40,429.04
22	Supervisor High Grade (Electrical)	DEWCE	1	G	\$32,038.10 - \$40,429.04
23	Senior Construction Engineer	DEWW	1	H	\$37,434.18 - \$47,684.02
24	Building Foreman	DEWW	1	F	\$24,261.72 - \$30,615.98
25	Accounts Officer	DEWW	1	F	\$24,261.72 - \$30,615.98
26	Accounts Officer	DEWN	1	F	\$24,261.72 - \$30,615.98
27	Foreman (Buildings)	DEWN	1	F	\$24,261.72 - \$30,615.98
28	Senior Technical Assistant (Estimating)	DEWN	1	E	\$20,506.50 - \$25,877.25
29	Principal Marine Officer	DGSS	1	J	\$55,066.28 - \$70,143.96
30	Marine Officer I (Engineer)	DGSS	3	G	\$32,038.10 - \$40,429.04
31	Marine Officer I (Deck)	DGSS	4	G	\$32,038.10 - \$40,429.04
32	Administrative Officer (IMO – PRO)	DTPU	1	F	\$24,261.72 - \$30,615.98

The Expression of Interest must be submitted through the EOI form as attached in the email. Interested applicants may also send their application to the Recruitment & Selection Unit, Level 4 Nasilivata House, or email; yikatorian@mpwmst.gov.fj by the closing date.

To apply and be eligible for consideration, the following documents must also be provided;

1. Completed Expression of Interest Form;
2. A current Curriculum Vitae with at least three (3) referees contact details which must include a recent supervisor; and
3. Copies of Certificate and Academic Transcript.

Application must be submitted by 11.59pm Tuesday 29 July 2025. Late and incomplete application will not be considered.


Ruci Daulako
Director Corporate Services
 For Permanent Secretary