

The Land Transport Authority (LTA) is primarily guided by the Land Transport Act 1998 and its subsequent amendment. The LTA is responsible for ensuring that Fiji has the best land transport system which is safe, reliable and efficient.

The Authority invites application from qualified and professional candidates for this contracted position:

Vacancy No	Position Title	Region	Salary Band - Salary Range	# Positions
55July/18	Administration Officer Corporate Governance	Valelevu	Band 3- Salary \$21,614-\$25,937	1

The appointment process for these positions will be in accordance with the LTA's Open Merit Recruitment and Selection Policy. A full application package, including the Role Description for each position is available from the Land Transport Authority website – [www.lta.com.com.fj](http://www.lta.com.com.fj)

**Applications will be regarded as incomplete should the applicant fail to submit their covering letter not more than two (2) pages addressing how they meet the Knowledge, Experience, Skills and Abilities required for the position, with their current CV, 2 recent referee and 1 being the immediate Supervisor and copies of relevant academic certificates.**

### **Eligibility**

All applicants for employment in the Land Transport Authority must be of good character. Applicants must also be Fijian Citizens, under age 55, in sound health, with a clear police record. The selected applicant will be required to provide a medical certificate and a police clearance prior to taking up duty.

### **Application Process**

To apply and be eligible for consideration applicants must submit their application through the following:

1. LTA's online recruitment portal - <https://recruitment.lta.com.fj/LinkRM/>
2. LTA's recruitment email – [recruitment@lta.com.fj](mailto:recruitment@lta.com.fj)

### **Submission**

Applications must be submitted by 4pm on Friday 27th July, 2018.

For further information please email to [HRStaff@lta.com.fj](mailto:HRStaff@lta.com.fj)

**LATE AND MANUAL APPLICATIONS WILL NOT BE ACCEPTED.**