



EMPLOYMENT OPPORTUNITY

VACANCY MITT 73/2017: FIJIAN TRADE COMMISSIONER TO NORTH AMERICA

The Ministry of Industry, Trade and Tourism invites applications from interested individuals preferably a Fijian Citizen for the position of Trade Commissioner to North America based in Los Angeles. The closing date is **27 January 2018**.

The Trade Commissioner, through the Fijian Trade Commission, will promote and facilitate trade and investment between Fiji and United States of America (U.S.A) and Canada.

Fiji currently, has a trade surplus with the U.S.A. and there are opportunities to increase it further and also establish in-roads into the Canadian market for niche, premium Fijian made products.

In addition, opportunities exist to increase foreign direct investment in sectors relating to IT, Tourism, medicine and other services, manufacturing and agricultural sectors.

Therefore, the Trade Commissioner will need to create linkages, synergies between the business communities of Fiji, U.S.A and Canada in order to increase trade, investment and business growth for the betterment of Fiji. There is also a large Fijian diaspora in U.S.A and Canada that offers potential for trade and investment opportunities.

Key responsibilities include:

- Marketing Fiji as the trade, investment and tourism destination;
- Building on Fiji's position as the regional hub for trade, manufacturing, logistics, communications and transportation;
- Liaising with North American Government officials on improving market access requirements, other than tariffs;
- Providing the conduit between Fijian businesses and North American counterparts and Government Officials;
- Securing new and strengthening existing market access for Fijian Made products and services;
- Conduct a market analysis of the key segments of the North American market and identify high value niche products and services as well as investment opportunities that can be effectively promoted in these areas;
- Undertaking presentations to the North American business community on the investment incentives, cost of doing business in Fiji, investment approval processes;
- Undertaking promotional and awareness tours around North America;
- Organising and facilitating trade and investment mission to and from Fiji;
- Providing regular high quality briefs on the North American market taking into account the changes in North American laws;

- Providing background and due diligence checks on potential investors originating from North America as requested by relevant Fijian authorities;
- Undertaking market research and develop strategies for the growth of trade and investment;
- Working closely with the Fijian Embassy in Washington and Permanent Mission in New York to promote and safeguard Fiji's trade and economic interests;
- Ensure close coordination with the Fijian diaspora and broader Pacific Island communities and identify opportunities for promoting Fijian Made products and services as well as encouraging investment in Fiji; and
- Undertaking all other activities assigned by the Permanent Secretary for Industry, Trade and Tourism.

Qualification and Experience

- The Applicant should preferably be a Fijian citizen and possess postgraduate qualifications in Economics, Marketing, International Trade or other relevant fields with at least 8 years' experience in a similar role;
- Thorough knowledge of Fiji's investment policy, incentives, strategies, target markets and long-term development priorities of the Fijian Government;
- Thorough knowledge of the Fijian Trade Policy Framework 2015-2025; and
- Strong understanding of the North American markets and economies.
- Comprehensive background of U.S.A and Canadian business communities on the investment incentives cost of doing business in Fiji, investment approval processes and trade opportunities.
- Understanding of Fiji international relations, particularly trade relations, especially with North America in particular;
- Strong Marketing and interpersonal skills;
- Ability to work under pressure and meet tight deadlines;
- Experience in liaising with Government departments, agencies and the business community; and
- Ability to respond effectively to different situations.

Terms and Conditions

The full Job Description can be accessed on our website; www.mitt.gov.fj.

The successful applicant will be paid a competitive remuneration and benefit package similar to Fiji's diplomatic appointment abroad.

Applications are to be accompanied by Curriculum Vitae and at least two referees and a covering letter of no more than three pages, which explains how you meet each of the selection criteria and marked **"FIJIAN TRADE COMMISSIONER TO NORTH AMERICA"**. Applicants who have applied earlier need not to apply.

Mailed to:

OR Hand delivered to:

**The Permanent Secretary,
Ministry of Industry, Trade and Tourism**

**The Permanent Secretary
Ministry of Industry, Trade and Tourism**

**P O Box 2118,
Government Buildings
Suva**

**Level 3, Civic Tower
Victoria Parade
Suva**

Or e-mailed to Ms Salote Taka on staka@govnet.gov.fj with the **Position Name, Reference Number** and your Name listed in the **Subject of the email.**