

RESERVE BANK OF FIJI



EMPLOYMENT OPPORTUNITY

The Reserve Bank of Fiji is an Equal Employment Opportunity (EEO) Employer and promotes Quality Management through Teamwork (QMT) and related productivity concepts of continuous improvement, team building and customer focus. Our role is to regulate the issue of currency and the supply, availability and international exchange of money; promote monetary stability; promote a sound financial structure; foster credit and exchange conditions conducive to the orderly and balanced economic development of the country; to regulate the insurance industry; and to regulate the capital markets and securities industry.

We are seeking the services of experienced individuals who will be able to work as part of a dynamic Team and invite applications for the following position.

GRADUATE TRAINEE - INVESTMENT OFFICER

CATEGORY 3B SALARY RANGE: \$ 29,404 - \$ 39,782

Ref. No: 22/15

This position reports directly to the Manager (External Markets) in the Financial Markets Group. The successful candidate will be required to help review and advise on the requirements for national foreign reserves, manage a designated investment portfolio, execute bond and money market transactions and foreign currency deals, prepare various analytical reports and research on areas commonly involving reserves management and foreign exchange markets.

The successful candidate must possess at least a Bachelor Degree in Economics/Accounting/Banking and Finance and or any related discipline. Candidates must also be proficient in Microsoft Office Applications (Word, Excel and PowerPoint). Other attributes include strong interpersonal and communication skills, analytical skills and strong attention to detail. The candidate should be able to work under pressure with minimum supervision, forward and critical thinking, good time management and ability to work in a team and delivering timely results

GENERAL INFORMATION

Applications must be submitted using the Reserve Bank online application form which is available on our website, <https://www.rbf.gov.fj/careers/>. All application letters are to be addressed with the *Position Title* and the *Reference Number* to:

CONFIDENTIAL

The Governor

Reserve Bank of Fiji

SUVA

For further information, please contact Ms Sukhia Go, Manager Human Resources on telephone 3223228 or email sukhia@rbf.gov.fj

Hardcopy applications will not be accepted.

Applications close on Friday 08 July 2022 at 5:00pm.

Due to the large number of applications received for our vacancies, only successful candidates will be contacted for an interview. We appreciate the time invested in all submitted applications.