



## VACANCY – COMMISSIONER OF THE FIJI CORRECTIONS SERVICE

Applications are invited from suitably qualified individuals for the position of the Commissioner of the Fiji Corrections Service (**'Commissioner'**).

### Key Responsibilities

In accordance with section 130(5) of the Constitution of the Republic of Fiji (**'Constitution'**) the Commissioner is responsible for the following –

- (a) The organisation and administration of the Fiji Corrections Service; and*
- (b) The deployment and control of its operations;*

Under section 130(6) of the Constitution, the Commissioner is not subject to the direction or control by any other person or authority in relation to those matters, except to the Minister responsible for the Fiji Corrections Service, who may from time to time issue general policy directions with respect to the Fiji Corrections Service and, if such a direction has been issued, the Commissioner must act in accordance with it.

Under section 130(7) of the Constitution, the Commissioner has the following powers in relation to the Fiji Corrections Service for all ranks, members and other employees of the Fiji Corrections Service –

- (a) Appoint persons to the Fiji Corrections Service;*
- (b) Remove persons from the Fiji Corrections Service; and*
- (c) Take disciplinary action against persons of the Fiji Corrections Service*

Under section 130(8) of the Constitution, the Commissioner, with the agreement of the Minister responsible for the Fiji Corrections Service, has the authority to determine all matters pertaining to the employment of all staff in the Fiji Correction Service, including –

- (a) The terms and conditions of employment;*
- (b) The qualification requirements for appointment and the process to be followed for appointment, which must be an open, transparent and competitive selection based on merit;*
- (c) The salaries, benefits and allowances payable, in accordance with its budget as approved by Parliament;*

*(d) The total establishment or the total number of staff that are required to be appointed, in accordance with the budget as approved by Parliament.*

The Commissioner is also responsible for the preparation and implementation of the Fiji Corrections Service strategic plan, including the annual corporate plan and the annual budget. The Commissioner must ensure that such plans incorporate detailed financial and physical operating needs of the Fiji Corrections Service to secure sufficient and timely resources from the Government.

The Commissioner is to ensure the development of a competent and motivated Corrections Service through focused training programmes and other Human Resource development policies.

The Commissioner is to also strengthen and develop other initiatives in relation to the Yellow Ribbon Program, reducing recidivism, including skills training and rehabilitation of prisoners.

### **Preferred Qualifications**

To be appointed as the Commissioner, applicants must –

- (a) Have extensive and relevant work experience in the Corrections Service field;
- (b) Formal qualification in a relevant field from a recognised University is desirable;
- (c) Demonstrate the ability to think strategically and must be willing to work towards ensuring that the Fiji Corrections Service is recognised as an accountable and transparent organisation;
- (d) Have good public relations skills;
- (e) Demonstrate proficiency in information technology applications; and
- (f) Have relevant skills and expertise to manage staff and resources with sensitivity and possess the appropriate leadership skills to manage and lead the Fiji Corrections Service to achieve a standard of excellence.

### **Appointment**

Pursuant to section 130(4) of the Constitution the Commissioner is appointed by the President on the advice of the Constitutional Offices Commission.

An attractive salary remuneration package shall be offered to the selected candidate.

### **Information**

For any other information, please contact Ms Seema Chand on telephone: (679) 3309866; facsimile (679) 3305421, or email [seema.chand@govnet.gov.fj](mailto:seema.chand@govnet.gov.fj)

## **Applications**

Applications together with a comprehensive CV and names of at least 2 referees are to be marked as “**VACANCY – COMMISSIONER OF THE FIJI CORRECTIONS SERVICE**” and sent to the Secretary of the Constitutional Offices Commission c/- Office of the Solicitor-General in one of the following ways:

- Posted to the Secretary of the Constitutional Offices Commission c/ - Office of the Solicitor-General, PO Box 2213. Government Buildings, Suva, Fiji.
- Hand delivered to the Secretary of the Constitutional Offices Commission c/ - Office of the Solicitor-General, 7<sup>th</sup> Floor, Suvavou House, Victoria Parade, Suva, Fiji; or
- Emailed to the email address: [seema.chand@govnet.gov.fj](mailto:seema.chand@govnet.gov.fj)

**Applications must be received no later than 16.30 hours (Fijian standard time) on 20 July 2015.**