



EMPLOYMENT OPPORTUNITIES

The Fiji Sugar Corporation Limited (FSC) invites applications from suitably qualified and experienced individuals to fill various positions based at Head Office, Lautoka, Rarawai and Labasa Mills.

1. HEAD OF AGRICULTURE

Reporting to the Chief Executive Officer, the Head of Agriculture will be responsible for establishing a comprehensive grower support service to increase cane production, improve cane quality and ensure consistent cane supply to the mills during the season. The role will also oversee and manage extension services, expansion of estates under cultivation, joint ventures, and institutional partnerships to support capacity building for both extension workers and growers; key focus areas for this role are productivity, profitability, and partnerships.

The role's **key accountabilities** include the following:

- Responsible for preparation, monitoring and management of the Budget for Agriculture Division.
- Lead and drive the field division to endeavour to achieve the Cane Development targets as per the 3-5-year Cane Development plan.
- Improve farm practices by introducing modern farming technologies and techniques. Introduce irrigation systems that will be best suited to the local environment.
- Promote and communicate the significance of FSC's cane development initiatives and its relevance to relevant stakeholders.
- Plan and mitigate strategic risks pertaining to Field operations.
- Ensure growth of estates under cultivation, joint ventures, and institutional partnerships.
- Develop and maintain excellent relationships with all sugar industry stakeholders and ensure that an accountable and vibrant image is portrayed.
- Design and implement an efficient Grower Support Services Procedural Framework.
- Ensure accurate projections of Cane are made available to meet current and future Mill requirements.
- Mandate the application of recommended agronomic Sugar Cane Management Practices.
- Manage the design and implementation of an upgraded grower information system to record at farm level, field and crop data, crop potential and grower performance.

Qualifications, experience and Skills:

1. Master of Science in Agriculture, preferably in areas related to sugar cane, such as plant breeding or Agronomy, Agricultural Chemistry, or Soil Science.
2. Post Graduate Qualification in Business Administration would be beneficial.
3. At least fifteen (15) years in the field of sugarcane research and its development. Senior Leadership role in Agriculture and experience in developing countries with productive and profitable sugar industries would be advantageous.
4. Ability to think strategically and set strategic directions.
5. Excellent interpersonal skills, results-oriented, and effective written and oral communication skills.

6. Experience with planning and implementing projects and programmes related to sugarcane development and innovation.
7. Ability to work with smallholder, non-English speaking farmers and an understanding and appreciation of the social and cultural norms of Fiji are desirable qualities.

2. CUSTOMER CARE REPRESENTATIVE (SALES & MARKETING, PACKAGING PLANT)

The above position will be based at Packaging Plant, Lautoka. The successful applicant will report to the Team Leader Operations Packaging Plant, Lautoka.

Principal Accountabilities:

- Completes a broad variety of administrative tasks for the Team Leader Operations Packaging Plant, including preparation of reports on domestic/regional sales, setting up meetings or calls between prospective clients, etc.
- Keep records of customer interactions, process customer accounts and file documents.
- Ensure filing of all relevant documents is done properly and easily accessed.
- No confidential information shall be released to the third party without the approval of the TLO Packaging Plant.
- Prepare sales invoices (local & export) and do reconciliations.
- Manage large amounts of incoming calls.
- Ensure the reception area is tidy and presentable, with all necessary stationery and material (e.g. pens, forms and brochures).
- Maintain office security by following safety procedures and controlling access via the reception desk (monitor logbook, issue visitor badges).
- Assist in preparing Vat Returns and do banking duties.
- Assist in preparing weekly, monthly and FSC Board Reports for the review of the TLO Packaging Plant.
- Facilitate the following in the ERP Sales Module;
 - Creating of Sales Orders (Packaging Plant)
 - Dispatch of Sales Orders (Packaging Plant)
 - Invoicing & Receipting of Sales Orders (Packaging Plant)
 - Sales order Reporting & Reconciliation
- Any other administrative duties assigned by the Sales Accountant or TLO Packaging Plant.

Qualifications/Requirements:

1. Minimum Certificate and Diploma level qualification in Administration, Accounting, Marketing, and/or Business Studies is preferable.
2. A degree in Management/Accounting/Marketing/Business Studies will be an advantage.
3. At least 1-3 years experience in a similar working environment.
4. Ability to work independently in a diverse and challenging environment.

3 TECHNICAL TRADESMEN POSITIONS

The following positions will be based at Lautoka, Rarawai and Labasa mills.

1. Instrument fitter (Lautoka & Labasa Mill)
2. Welders (Lautoka Mill)
3. Fitter Machinist (Lautoka Mill)
4. Electrician (Lautoka Mill)
5. Diesel Fitter (Rarawai Mill)

Qualifications and Requirements for Technical Positions:

- Minimum equivalent of Form 6 and Form 7 pass with minimum basic knowledge of the Factory Operations.
- Trade Certificate in the relevant field is a must from a recognized institution in Fiji.

- A valid Wireman License for Electrical applicants is necessary.
- At least 3 to 5 years of experience in a similar environment.
- Strong knowledge and comprehensive understanding of factory operations.
- Team player with the ability to work independently.
- Willingness to work shifts and weekends.
- Familiarity with workplace legislation, including OHS and Environment.
- Must have own tools.

How to Apply:

To apply for these positions, please submit an updated resume, a cover/application letter outlining proven experience relevant to the role, and also an explanation of how you meet the desired position and location criteria. You are also required to submit your Qualification Certificates, Exam Results and Academic Transcripts.

An attractive remuneration package commensurate with qualifications and experience will be negotiated with the successful candidate.

Email your application to recruitment@fsc.com.fj or submit hard copies to FSC Head Office, Balawa, Lautoka or to the nearest Human Resources Office at your locations.

Applications close on **Friday, 04 October 2024. Late or incomplete applications will not be considered.**

(Only shortlisted candidates will be contacted for an interview.)

"The Fiji Sugar Corporation Limited is an equal opportunity employer."