



JOB OPPORTUNITIES

The Fiji Sugar Corporation Limited invites applications from suitably qualified, innovative, and self-motivated individuals who meet the requirements of each position to be based at its sugar mills.

1. Mechanical Design Draughtsperson

This position is based at the Corporation's Design Services Office in Lautoka and reports to the Chief Operating Officer.

Principal Accountabilities

- Drafting and designing plants and structures in line with the requirements of the projects and in accordance with the Design Procedures Manual and the relevant standards and codes;
- Prepare technical plans and drawings for civil/structural and construction projects;
- Site data collection for project-related works;
- Ensure that work is carried out in accordance with standard operating procedures, manufacturer's recommendations, legislative requirements, codes of practice and industrial awards and agreements;
- Carry out other duties assigned by the Team Leader.

Experience / Skills

- Preferably Diploma qualifications in a related field;
- Minimum of three to four years of proven work experience;
- Good analytical skills with a hands-on approach to problem-solving;
- Knowledge and experience in Health & Safety requirements and standards;
- Computer literate with knowledge of AutoCAD and strong skills in MS Office products;
- Resourceful and able to work with minimum supervision;
- Should be capable of reading and understanding construction drawings;
- A valid Group 2 Driver's License would be an advantage.

2. Sector Assistant

The successful candidate shall be based at Rarawai Mill.

The Sector Assistant assists the Field Officer with sector operations and administration, with emphasis on day-to-day office administration, cane accounting, general farm advisory activities and harvesting and transport activities.

Principal Accountabilities:

- Assist in all field strategies to meet cane production targets;
- Ensure that Corporation assets, especially rail trucks and portable lines, are well maintained and utilised in an efficient manner;
- Ensure all field activities are managed in accordance with the Master Award and MOGA practices;
- Assist in crop estimates of all farms in the sector daily/monthly and/or annually;
- Conduct sector surveys and update reports on monthly and annual returns;
- Assist in other administrative duties at the sector level;

Qualifications and Requirements:

- Diploma of Agriculture. However, a Bachelor of Agriculture Qualification would be desirable;
- Must be able to work with minimum supervision and handle the demands of the job well;
- Computer literate and have a Valid Driver's License, preferably manual.

3 Learning and Development Officer

The successful candidate shall be based at the Learning and Development Centre in Lautoka.

Principal Accountabilities

- Develop an execution plan aligned to the Learning & Development strategy;
- Manage the recruitment process for employee On-Boarding – aptitude tests & recruitment and Induction;
- Conduct Total Needs Assessments to provide feedback on workforce competency, identification of core bench strength, gaps & solutions;
- Raise awareness of the L&D strategy and activities through the Executive Management Team;
- Develop a role induction and accreditation process that identifies key responsibilities & competencies for each role and links learning solutions that meet these needs;
- Manage the delivery of learning solutions that include different platforms of learning and display results after evaluations;
- Regulatory, compliance and management reporting; and local Training Grant/Scheme claims submission where relevant in any location;
- Relationship Management of key stakeholders and learning supply vendors;
- Ensure adequate awareness of capability solutions available to the workforce;
- Effectively contribute towards the Corporation's mission and vision by promoting and practising world-class learning and development standards.

Qualifications/Requirements:

- Degree in Human Resources Management or relevant field with at least 2 years experience in a similar role;
- Preferably a valid registered trainer with FNU;
- Outstanding communication, interpersonal and problem-solving skills;
- Ability to quickly learn and understand material to facilitate training sessions;
- Possesses a demonstrated ability to engage learner groups using interactive and interesting techniques.

How to Apply

Written applications stating position and choice of location, including copies of documents relating to qualifications, academic results, work experience and references with telephone contact should be forwarded to:

Human Resources Department
FSC Limited, Head Office
Private Mail Bag

Lautoka

or email to recruitment@fsc.com.fj

Applications close on Friday, 10 May 2024 and late applications will not be accepted.

(Only shortlisted candidates will be contacted for an interview)

"The Sugar Corporation is an equal opportunity employer."