



JOB OPPORTUNITIES

Fijian Holdings Limited (FHL) is the largest indigenously owned local equity Investment Company in Fiji and is listed on the South Pacific Stock Exchange. FHL was established to accelerate iTaukei participation in the economy. FHL today is a successful and profitable Fijian enterprise, which has become a major player in Fiji's corporate sector.

FHL is seeking to recruit innovative, dynamic and versatile candidates with outstanding professional and interpersonal skills for the following roles in the relevant field. These senior executive positions report directly to the FHL Group Chief Executive Officer.

- **Group Manager Human Resources**
- **Group Manager Investment**
- **Group Manager Audit Risk & Compliance**
- **Basic Industries Pte Limited - CEO**
- **Merchant Finance – CEO**

Position **Group Manager Human Resources**

Job Responsibilities

- Plan, develop and implement strategy for HR management and development (including recruiting and selection, policy/practises, discipline, grievance, counselling, salary and conditions, contracts, training and development, succession planning, morale and motivation, cultures and attitudinal development, performance appraisals and quality management issues);
- Contribute to the evaluation and development of HR strategy and performance in cooperation with the executive team;
- Conduct culture survey within the FHL Group;
- Define new Culture statement within the Group;
- Assist GCEO in driving culture and change management within the FHL Group;
- Ensure that new culture is consistent and maintained;
- Establish and maintain appropriate systems for measuring necessary aspects of HR development;
- Monitor, measure and report on HR issues, opportunities and development plans and achievements within agreed format and timelines;
- Manage and develop reporting staff (HRM and PAs who will be functioning as HR assistants as well).

Essential Attributes

- Bachelor's Degree and Post-graduate qualification in Human Resource Management or a closely related field;
- Master's Degree in Human Resource Management or Advanced training for leadership roles;
- 5 or more years in a senior executive position;
- 10 years or more in management role with sound experience with people development, training and performance reviews;
- Proven leadership qualities and IT proficient;
- Excellent communication, presentation, planning, and analytical skills.

Position **Group Manager Investment**

Job Responsibilities

- Assist GCEO in formulating, communicating and implementing the FHL Group Strategic Plan for FY21 – FY22, thereafter 5 yearly plans;
- Assist in formulating, communicating and implementing and monitoring the FHL 5 Year Strategic Plan;
- Communicate Strategic Plans to all stakeholders;
- Ensure the annual tactical business plan for subsidiaries is aligned with the Strategic Plan;
- Identify, assess and drive new growth opportunities with a focus on both organic and new acquisition;
- New product development and strategies for the Group;
- Ensure high industry sectors receive proper support and resources to capitalize on market opportunity;
- Conduct macroeconomics analyses including market sizing, forecasts, competitive analyses, industry market studies, strategic marketing and positioning research;
- Evaluate the fit and impact of all new ventures within the strategic plan.

Essential Attributes

- Bachelor's degree in related field required; Master's Degree preferred;
- 5 years of prior relevant experience in a professional services environment, strategic planning or investment banking and analyst program;
- Strong understanding and proven record of investment process;
- Strong project management skills; able to work independently on multiple assignments while maintaining top quality deliverables;
- Outstanding, analytical, research, and presentation skills;
- Able to synthesize large sets of data and integrate into meaningful analysis;
- Works well under pressure and can effectively and professionally handle tough issues;
- Requires minimum supervision, strong independent thinker and worker;
- Proven ability to operate effectively in a complex organization;
- High proactive, self-starter;
- Thinks well "out of the box";
- Strong interpersonal relationship skills;
- Flexible, not averse to constant change;
- Excellent negotiation and presentation skills;
- Strong demonstrable written and verbal skills.

Position **Group Manager Audit Risk & Compliance**

Job Responsibilities

To build risk management solutions by:

- Compliance with RBF Requirements;
- Conducting Reviews;
- Identifying, assessing and documenting operational risks;
- Identifying, evaluating and recording controls;
- Designing, implementing and performing control testing programs;
- Liaising with Business Units to find agreed solutions;
- Automating risk management process and practices;
- Gathering facts, seeking explanations and documenting results;
- Providing assistance on compliance projects and reviews.

Essential Attributes

- A Degree in Accounting/Finance from a recognized University;
- 5 years of experience in Audit, Risk & Compliance related work, of which at least 2 years to be in a large diverse organization, in a senior position;
- Advanced understanding of Operational Risk principles;
- Proven record in applying analytical skills;

Remuneration:

An attractive remuneration package will be offered to the selected candidate

Application:

Applicants should include a current resume and an outline of your proven experience to carry out the role.

All application will be treated with strict confidence and should be received by **Thursday 01st April 2021** to the following address:

Human Resources
Fijian Holdings Limited
PO Box 2110
Government Buildings
Suva
Or email to employment@fijianholdings.com.fj

- Able to write reports on complex issues;
- Sound communication skills;
- Highly Advanced computer skills;
- Mature, responsible and able to follow instructions;
- Facilitation and presentation skills;
- Self-motivated and able to work with minimum supervision;
- Ability to work under pressure and deliver results on target;
- A member of FIA or any other professional body and the membership of Institute of Internal Auditors;
- Highly motivated, rational thinker and pro-active;
- Reliable and efficient;
- Positive and pleasant personality;
- Team player and strong service ethic.

Position **CEO Merchant Finance**

Job Responsibilities

- Provide strategic advice to the Board of Directors;
- Ensures that the regulatory framework, policies and circulars are compliant with where appropriate, and as CEO, is well versed with the Reserve Bank (RBF) Banking Supervisor Policy No's 15 and 10 and others;
- Acts as a final decision maker as per the Board's Delegation of authority and Discretions in various operations aspects and ensures all operations are conducted in full compliance with laws, regulations and MFL code of conduct;
- Establishing and maintaining a sound organisation structure that supports business growth, with satisfactory definitions of role and responsibilities for ensuring smooth executive co-ordination and personnel relations at all levels of the organisation;
- Keeping the financial position of the Bank under review to ensure that there is an appropriate balance of long term and short term finance, and provision of adequate cash flow for day to day working and in compliance with statutory requirements and reporting. The soundness and safety responsibilities is at the core of Merchant Finance's financial goals;
- Ensure that the right skills, mind-sets and systems are in place to continuously assess and mitigate principal risks of the Bank's Audit/Risk and Compliance mandate and responsibilities;
- Maintain and uphold the Governance framework for Merchant Finance.

Essential Attributes

- Post Graduate Degree or Masters qualification in Banking related discipline, Finance and Management;
- Over 10-15 years' work experience in Banking or Finance industry inclusive of 5-7 years in Senior Executive Management position in a commercial Bank;
- Financial Institution background;
- Financial Management Experience;
- Strong Credit Risk Management and Lending background and experience;
- Strong Communication and People Management, interpersonal and influencing skills to build strong business relationships, foster stakeholders engagement, create new partnership and drive culture of collaboration and innovation;
- Exceptional leadership and management skills with a focus on securing strategic partnership, business planning, people and financial management;
- Members of any professional body;
- Meeting other Fit and Proper Requirements for a responsible person as set out by regulation;
- Sound knowledge of plant/quarry process optimizations. Kaizen or six sigma knowledge is an advantage;
- Proven project management experience in the abovementioned sectors;
- Ability to communicate across a broad range of technical disciplines;
- Proven leadership competencies and ability to work in a Team setting. (Reference to Reserve Bank of Fiji's Banking Supervision Policy(s) 10 & 15).

Position **CEO - Basic Industries Limited**

Job Responsibilities

- Conducting a detailed review of the current business and put together a business plan to restore long-term sustainability for the BIL Group;
- Establishing goals and objectives of the organization and ensuring their delivery according to the business plan;
- Achieving financial sustainability during the development of latest business opportunities;
- Contribute to effective delivery of high-range commercialization services for esteemed clients;
- Provides general oversight of all Basic Industries Limited's activities, manages the day-to-day operations, and assures a smoothly functioning, efficient organization;
- Managing the performance of the organization and management through effective key performance indicators, targets, and goal settings, targets as appropriate;
- Analysing and assessing the organization's performance against the objectives;
- Develop business plan and managing budget of the divisions to achieve stand-alone productivity for business;
- Developing an operational plan such as procurement, assembly, service support, and contract manufacturing, for the growth and launch of the organization's products.
- Recruiting and training key personnel to implement business plan;
- To ensure the continuous and cost effective production, control and supply of BIL Group products to the markets in which we serve and to maintain a safe and efficient workplace;
- Assures program quality and organizational stability through development and implementation of standards and controls, systems and procedures, and regular evaluation.

Essential Attributes

- Post Graduate Degree and Masters Qualification or Advanced training for leadership roles;
- Degree in Financial Management or Economics & Investment;
- Financial /Business Acumen;
- People Management /Leadership training;
- 5 or more years in a senior management role;
- 8 years or more in management role with sound experience with people development, training and performance reviews;
- IT proficient.