

Are you self-motivated? Enthusiastic and driven?



VACANCY 25/2023: DATA ANALYST [SUVA]

Reporting to the Manager Information Assurance, you play a key role in all aspects of data warehouse development and the designing and development of business solutions.

Position Requirements

- Bachelor's Degree in Computer Science, Information Technology, Information Systems/Data Science, Mathematics or equivalent.
- At least three (3) years' relevant industry experience in a Data analysis, Data Modelling, ETL (Extract, transform, load) Deployments and Business Intelligence Development role.
- Must be Microsoft Solution Associate in SQL Business Intelligence Development or Microsoft Certified – Power BI Data Analyst Associate.
- Must have intermediate skill in most or all of the following disciplines: MS SQL Server, SharePoint, Reporting tools (PowerBI, Datasen, Tableau, and SSRS), Integration tools (SSIS) and Data Analysis (SSAS).
- In-depth understanding of database management systems, online analytical processing (OLAP) and ETL framework.
- Must have intermediate skill in MS Excel and Office Suite.
- Working experience in conducting awareness presentations, basic information assurance training and skills upgrading courses.
- Basic knowledge and understanding the Funds products and procedures
- Excellent communication and interpersonal skills.
- Excellent analytical and presentation skills.
- Strong attention to detail.

VACANCY 26/2023: INVESTMENT OFFICER - EQUITIES [SUVA]

Reporting directly to Manager Equities, you will be responsible for monitoring, reporting and assessing the performance of Local Equity Investments in accordance to approved policies to maximize returns. You will also be responsible for identifying investment enhancement opportunities within the existing investments of the Fund and preparing recommendation papers and action items on the opportunities.

Position Requirements

- Bachelor's Degree in Accounting, Banking and Finance, Commerce, Economics or equivalent.
- At least two (2) years' experience in a similar field.
- Knowledge and understanding of the following would be an added advantage:
 - Securities and Fund Product & Service Offerings; and
 - Thomson Reuters system
- Experience in financial modeling and understanding of financial statements.
- Excellent communication and interpersonal skills.
- Analytical and data organization/ interpretation skills.
- Possess excellent reporting, forecasting, financial diagnosis, process improvement skills.
- High attention to detail.
- Ability to multi-task, work under pressure, and meet tight deadlines.
- Proficient with MS Office Applications.

VACANCY 27/2023: INVESTMENT OFFICER – INVESTMENT ACQUISITION [SUVA]

Reporting to Manager Investment Acquisition, you will be responsible for supporting the New Acquisitions arm in ensuring portfolio and income growth is achieved by the Fund. This is through undertaking analysis and assessment of equities in accordance with the approved policies to maximize return.



A detailed job description for the above position can be accessible on the following link: <https://www.myfnpf.com.fj/index.php/careers> or by scanning the QR code.

A market driven salary will be offered to the successful candidate. Please note that incomplete and late applications will not be considered.

To submit your applications please visit our website: [myfnpf.com.fj](https://www.myfnpf.com.fj).

Applications close on Friday 7th April, 2023

Position Requirements

- Bachelor's Degree in Finance, Accounting, Economics, Business Studies, Information Systems, Statistics, Mathematics or equivalent.
- At least two (2) years' experience in analysis or financial and statistical modeling and process improvement.
- Understanding of financial statements and instruments.
- Professional membership of Investment or Finance body desired.
- High level of mathematical accuracy.
- Research, Data interpretation and analytical skills.
- Knowledge and understanding of the following would be an added advantage:
 - Securities and Fund Product & Service Offerings;
 - Thomson Reuters and S&P Capital IQ;
 - Excel Macros/Visual Basic for Applications
- Excellent interpersonal, communication and problem solving skills.
- Proficient with Microsoft Office Applications.

VACANCY 28/2023: SENIOR INVESTMENT OFFICER - EQUITIES [SUVA]

Reporting to Manager Equities, you will be responsible for assessing the performance of Local Equity Investments, identify value enhancement opportunities in the existing local equity investments of the Fund and prepare recommendations and action plans.

Position Requirements

- Bachelor's Degree in Accounting, Banking and Finance, Economics or equivalent.
- At least three (3) years' experience in a similar field.
- Experience in financial modelling and understanding of financial statements and instruments.
- Professional membership of an Investment or Financial Institute is desirable.
- Understanding of Securities and knowledge of Fund's products and services.
- Understanding and familiarity with Thomson Reuters would be an advantage.
- Excellent communication, interpersonal and report writing skills.
- Reporting skills including forecasting, corporate finance, financial diagnosis, and financial software, analyzing information, statistical analysis, process improvement, financial planning and strategy.
- Strong analytical skills and attention to detail.
- Able to multi-task, work under pressure, and meet tight deadlines.
- Proficient with Microsoft Office Applications.

VACANCY 29/2023: PROJECT COORDINATOR [SUVA]

Reporting to Director Project Management Office, you will work closely with the Project Management Office (PMO) team members or project teams to create a project timeline, set goals and determine what elements are needed to complete the project. You will also work with Project Managers to arrange logistics for the project work.

Position Requirements

- Bachelor's Degree in Business or Public Administration or related field of study.
- At least three (3) years' experience in IT field.
- Knowledge of Project Management standards and frameworks.
- Knowledge file management, transcription, and other administrative procedures.
- Strong working knowledge of Microsoft Project.
- Exceptional verbal, written and presentation skills.
- Able to work effectively both independently and as part of a team.
- Able to multi-task, work under pressure, and meet tight deadlines.
- Proficient with Microsoft Office Applications.

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