



MINISTRY OF EDUCATION, HERITAGE & ARTS
Quality Education for Change, Peace & Progress



Marela House, 19 Thurston Street, Suva, Fiji Islands, Private Mail Bag, Government Buildings, Suva.
Ph: (679) 3314477 Fax: (679) 3303511

Our Reference: ESU M1/3

CIRCULAR

From: The Permanent Secretary for Education, Heritage & Arts

To: All School Heads, Divisional and District Offices

Ref: MOE – C99-17

Date: 17/11/2017

Subject: RECRUITMENT FOR HEADS OF SCHOOLS

- 1.0 This note serves as a formal correspondence to inform all School Heads, Divisional and District Officers regarding the captioned subject.
- 2.0 The following vacant positions will be advertised in the **Fiji Sun on Saturday 9th December 2017**:
 - Director Technical College;
 - Heads of Technical College Campuses;
 - Heads of Large Primary Schools;
 - Heads of Small Primary Schools;
 - Heads of Small Secondary Schools; and
 - Heads of Large Secondary Schools.
- 3.0 Applications will close on **Friday 5th January 2018**.
- 4.0 The recruitment process will follow the Open Merit Based Recruitment and Selection Guideline.
- 5.0 Full information on eligibility and other assessment criteria (KESA- Knowledge Experience Skills Abilities) will be available on Ministry of Education website <http://www.education.gov.fj/> . Teacher Registration will be a mandated requirement for all positions.
- 6.0 Assessments will commence **early February 2018**.
- 7.0 All new appointments for these positions will commence at the **start of Term 2, on 7th May 2018**.
- 8.0 It is anticipated that the remaining positions will be advertised on **7th April 2018** for commencement at the **start of Term 3, on 27th August 2018**.
- 9.0 Your usual support in disseminating the above information is humbly solicited.



Mr Iovane P Tiko
Permanent Secretary for Education, Heritage & Arts