



Ministry of Commerce, Consumer, Trade, Innovation and Labour

VACANCIES

The Ministry of Commerce, Consumer, Trade, Innovation and Labour is seeking suitable candidates who wish to submit applications to the following positions:

Position / Designation	Division	Band	Salary Range	Minimum Requirement (Qualification & Work Experience)
Assistant Secretary	Intellectual Property	L	\$19490 - \$29230	<p>Education: A Bachelor Degree or Higher in Resource Economics, International Trade Resource Management, Social Economics and Development or relevant field from a recognized tertiary institution.</p> <p>Experience: Some work experience desirable but not necessary.</p>
Assistant Secretary	Policy Division	L	\$19490 - \$29230	<p>Essential: Must have a Bachelor's degree in Industrial Relations, Public Policy, Economics, Public Administration, Management or relevant field from a recognized university</p> <p>Desirable: Some working experience in a related field is desirable</p>

The job descriptions outlining the duties and requirements, including salary levels for the above positions can be available upon request from **Mrs Fielea Schaumkel** at fileah@mcctil.gov.to or by contacting the Ministry's Corporate Services Division at Telephone number 23688.

Civil servants who wish to apply may do so and submit your applications through their respective CEOs. Only applications that meet the requirements will be considered.

All applications must include an application letter, Curriculum Vitae, Certified copies of relevant qualification transcripts and certificates, police record and any other support documents necessary.

Please submit your application to the following address and to be received no later than **4:30pm Monday, 29th May 2017**. Email applications are acceptable as well as hard copy applications. All electronic applications are to be sent to ceopa@mcctil.gov.to. Hard copy applications to be addressed to:

Acting Chief Executive Officer
Ministry of Commerce, Consumer, Trade, Innovation & Labour
P.O. Box 110
'Api Ko Latai
Fasi-Moe-Afi
Nuku'alofa
TONGA