



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 position:

Position / Designation	Salary Band	Required minimum qualification and work experience	Salary Scale/Range
1. Senior Promotion Officer (Business Registries Division)	B/K	Essential: Must have a Bachelor's Degree in Business Administration, Management, Computer Information or any other related field from a recognized tertiary institution with at least three (3) years of experience in Business Registration or similar work Desirable: Higher qualification in related field would be an advantage	\$23,520 - \$35,280

Job descriptions outlining responsibilities and other requirements such as essential skills are available upon request to the Ministry's Corporate Services Division. Please contact Mele Vunipola at *email:* melev@mcctil.gov.to or Fielea Schaumkel at fieleah@mcctil.gov.to, or by contacting telephone 23 688.

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 late than **4:30pm Monday, 12 June 2017**. Email applications are acceptable as well as hard copy applications. All electronic applications are to be sent to *email* 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