



MINISTRY OF LOCAL GOVERNMENT

REQUEST FOR EXPRESSION OF INTEREST (EOI)

Job Evaluation Exercise for Chief Executive Officers of Municipal Councils in Fiji

The Ministry of Local Government invites Expressions of Interest (EOI) from qualified consultants or consulting firms to undertake a comprehensive Job Evaluation Exercise for the Chief Executive Officers (CEOs) of the 13 Municipal Councils in Fiji.

This initiative seeks to ensure the fair classification of CEO positions, alignment with evolving responsibilities and market standards, and the strengthening of human resource development frameworks.

Scope of Work Includes

- Review of current job descriptions and performance indicators
- Evaluation of roles based on responsibility, complexity, and skill requirements
- Market benchmarking to propose competitive salary structures
- Development of a performance-based salary progression framework
- Strategic recommendations for training and professional development

Interested parties must submit

- A detailed company/consultant profile and project experience
- CVs and qualifications of key personnel
- Valid business registration, tax, and FNPF compliance certificates
- Methodology and proposed approach
- Work plan and schedule
- Financial proposal
- References or evidence from similar assignments

Access the Terms of Reference (TOR)

Please email Reijieli Sivo at reijieli.sivo@mlg.gov.fj

Submission Deadline


4pm on Friday, 27 June 2025

Submission Methods

Subject: EOI Submission – JEE for Municipal CEOs

 Physical: Tender Box, Ministry of Local Government, FFA House, 4 Gladstone Road, Suva

 Email: reijieli.sivo@mlg.gov.fj

 For inquiries, contact: (+679) 330 4364


Seema Sharma

Permanent Secretary for Local Government