



Ministry of Local Government

FFA House - 4 Gladstone Road
Box 2133, Government Buildings, Suva, Fiji

Telephone: (679) 3304-364
Facsimile: (679) 3313-515

12 August 2025

Expression of Interest (EOI) – Director Local Government

The Ministry of Local Government invites Expression of Interest (EOI) from qualified and experienced applicants for positions of Director Local Government. The successful candidate will be undertaking the role. The Director Local Government is a management role reporting to Permanent Secretary. The position will be responsible for managing and supervising the daily operations of the Ministry's Local Government Section, and functional Unit of the Division.

Also, the Director of Local Government, is responsible for advising the Permanent Secretary and the Honorable Minister on the necessary steps to ensure a smooth and effective handover to the Fijian Elections Office (FEO). The elections are crucial for the democratic governance of the thirteen Municipal Councils and have significant implications for the management and operations of the Department of Local Government and the National Fire Authority.

Furthermore, lead the formulation and implementation of policies and short- and long-term strategies of the Ministry, Municipal Councils and the National Fire Authority. Oversee the efficient management of the Department of Local Government, Municipal Councils and the National Fire Authority as its statutory body. Provide oversight and management support of small to large Capital Projects of the Municipal Councils to ensure financial viability and returns. Actively contribute to the management functions and financial structure of the Ministry and Municipal Councils, ensuring compliance, public image, transparency and plan management including review and target monitoring.

EOI submissions must include a cover letter of no more than two pages detailing how you meet the qualifications, knowledge, experience, skills and abilities required for the position and current curriculum vitae. Please also provide contact details of two referees. The role description for the position is available on the Ministry of Local Government website – www.mlg.gov.fj.

If you are interested in applying for the position and would like more information, please contact mlgvacancy@gmail.com.

CLOSING DATE:

Applications must be submitted by 4.30pm on Monday, 18 August 2025.

Late applications will not be considered.

Thank you,

Seema Sharma

Permanent Secretary for Local Government