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| **Position Title:** | Fisheries Officer – Competent Authority  |
| **Level and Salary:** | 5 | $16,393 to $24,589 |
| **Section:** | Directorate | Fisheries Authority |
| **Location:** | Funafuti (with occasional travel overseas) |
| **Reports to:** | Deputy Director of Fisheries (Technical) |

**Position summary:**

To lead the activities of the Competent Authority for sanitary controls for seafood exports.

**Main responsibilities**:

The post holder is responsible for managing the systems and leading the Competent Authority (CA) responsible for verifying that exports of Tuna from Tuvalu- flag fishing and transport vessels meet the food safety requirements of the European Union and other markets.

**Main duties:**

* Planning, leading, organizing, and supervising the establishment and operation of the Sanitary Competent Authority
* Technical management of CA functions and staff
* Risk management for fishery products under the mandate of the CA
* Deployment of inspection and technical resources
* In-depth inspections of vessels and sampling programme
* Monitor system performance and prepare costed proposals for improving effectiveness and efficiency
* Management of sampling and testing facility
* Undertaking conduct of checks and tests on samples taken (e.g. parasite and organoleptic checks)
* Coordination with fishery business operators on sanitary conditions, inspections, sampling and certification requirements,
* Coordination with Competent Authorities of destination markets and flag states of vessels undertaken transshipment in Tuvalu
* Identification of testing services and liaison with accredited testing laboratories overseas
* Management of all documents and records
* Preparation of annual workplans and annual report of the Competent Authority
* Any other duties as directed.

**Person Specifications:**

*Essential minimum requirements:*

Essential Qualifications/experience

* A Diploma in food science, veterinary science, public health, microbiology or related field
* Experience of fish processing or work in a laboratory

Skills and Abilities

* Good command of written and spoken English
* Excellent organisational and time management skills
* Ability to manage contracts for technical services
* Strong skills in document management and record-keeping
* Flexible attitude and ability to adapt appropriately to changing requirements and situations
* Mobile and reasonably fit – able to board fishing vessels while at anchor, inspect fish holds, etc.

Desirable experience/qualifications/characteristics

* 5 years’ experience of fish processing and/or quality control functions, especially in relation to tuna and tuna products
* Demonstrated capacity in implementation of Good Hygiene Practices and HACCP
* Understanding of sanitary requirements for access to international markets
* 2 years’ experience of laboratory techniques and sampling for analysis of water, fish or other food products

(Training will be provided in these areas if the successful candidate does not have this experience)

Additional Information:

On the job and formal training will be provided.

All permanent staff of the Authority will be engaged on a 3 year contract with renewal subject to performance. The retirement age of the Authority is 60.

*It is expected that officers recognise the cross-cutting nature of gender issues; the roles and responsibilities in this job description should be performed by taking into account a sector integration of gender perspectives.*