

Build a legacy with us!

The University of the South Pacific (USP) is one of two regional universities in the world and is the leading tertiary education provider and research facility in the South Pacific. We are supported by 12 Pacific Island Countries; Cook Islands, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu. The University of the South Pacific invites suitably qualified applicants for the following positions:

Ref No.	Position Title	Location	Salary	Term of Appointment	Enquiries	Closing date
VCV020	Campus Life Officer	Vanuatu Campus	VUV1,432,282 – VUV1,722,122 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Edwina Stephens - Human Resources, Emalus Campus, email: stephens_e@usp.ac.fj	2 January 2022
VCV024	Clerical Assistant & IT Officer	Vanuatu Campus	VUV 804,297 – VUV 1,142,443 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Edwina Stephens - Human Resources, Emalus Campus, email: stephens_e@usp.ac.fj	2 January 2022
VIT004	IT Assistant	Vanuatu Campus	VUV1,432,282 – VUV1,722,122 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Edwina Stephens - Human Resources, Emalus Campus, email: stephens_e@usp.ac.fj	2 January 2022
VSS038	Library Assistant	Vanuatu Campus	VUV1,432,282.60 – VUV1,722,122.18 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Edwina Stephens - Human Resources, Emalus Campus, email: stephens_e@usp.ac.fj	2 January 2022
VCV032	Gym Attendant (Sports Development Officer)	Vanuatu Campus	VUV 551,262 – VUV 921,211 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Edwina Stephens - Human Resources, Emalus Campus, email: stephens_e@usp.ac.fj	2 January 2022
VIT001	ICT Manager	Vanuatu Campus	VUV 4,349,606 – VUV 5,319,694 per annum	Term of three years and may be renewed by mutual agreement.	Mr. Kisione Finau, Director of ICT Laucala Campus. email: kisione.finau@usp.ac.fj	16 January 2022
VV4001	Senior Campus Librarian	Vanuatu Campus	VUV 4,349,606 – VUV 5,319,694 per annum	Term of three years and may be renewed by mutual agreement.	Ms. Elizabeth Fong, University Library - Laucala Campus, email: elisabeth.fong@usp.ac.fj	16 January 2022

How to apply

Candidates may apply by email: vacancies@usp.ac.fj

Whilst emailing application, subject to be clearly marked as "Vacancy – Position Reference Number, Position Title".

You may view the advertisement criteria on our University website: www.usp.ac.fj under Employment Opportunities.

Please also include the following documents in your application: Academic Credentials/ Transcripts, Cover letter and Resume clearly addressing key Selection Criteria and

names of three referees, one of which must be your current or most recent direct work supervisor. Referees will only be contacted if you are selected.

Only shortlisted candidates will be contacted.

USP is an equal opportunity employer and seeks to ensure that everyone is treated with respect and given equal opportunities to work in an inclusive environment. USP encourages all qualified candidates to apply regardless of their racial, ethnic, religious and cultural background, gender, sexual orientation or disabilities.