

**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
VBL001	<b>Secretary</b>	Vanuatu Campus	VUV 1,432,282 to VUV 1,722,122 per annum	Term of three years and may be renewed by mutual agreement	Dr. Jessie Chella - (Acting) Law Discipline Coordinator, email: Jessie.Chella@usp.ac.fj	21 November 2021
VV4002	<b>Librarian</b>	Vanuatu Campus	VUV 3,396,190 to VUV 4,173,761 per annum	Term of three years and may be renewed by mutual agreement	Dr. Andrew MacKenzie - Campus Director, email: Andrew.MacKenzie@usp.ac.fj	5 December 2021

**How to Apply**

Application to be sent to: [vacancies@usp.ac.fj](mailto:vacancies@usp.ac.fj)

Application should be clearly marked as “**Vacancy – Position Reference Number, Position Title**”.

The advertisement criteria is available on our University website: [www.usp.ac.fj](http://www.usp.ac.fj) under Employment Opportunities.

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