



Job Opportunity at KPA Project Development Officer

The Kiribati Ports Authority (KPA) is pleased to invite qualified individual to fill in the post of **Project Development Officer** carrying a salary scale of Grade 5-4/3 of KPA's salary scale.

i) Eligibility

- Bachelor's degree in Project Management or related disciplines
- Masters in Project Management is an advantage
- At least three years proven working experiences as a Project Administrator/ Coordinator, Project Manager or Project Officer in any recognised organisations, Ministries or State Owned Enterprises (SOEs)

ii) Skills and Attributes:

- Solid technical background, with understanding or hands-on experience in project management software
- Excellent client-facing and internal communication skills
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multi-tasking skills
- Strong working knowledge of Microsoft Office
- Clean police record
- Physically and mentally fit

iii) Period of employment- Appointment will be made for three (3) years contract with possibility for extension based on successful performance.

iv) How to apply: Application form can be downloaded on KPA website or can be obtained from KPA office during business hours.

v) Full details of the post can be sighted at KPA office during working hours or by emailing to ceo@kpa.com.ki or hrm@kpa.com.ki

vi) Application form along with the CV and other relevant documents shall be submitted during working hours to KPA Office not later than **Friday 23rd December 2022.**

CEO, Kiribati Ports Authority.