

## CIRCULAR

**FILE:** HR 17 – Circulars  
**DATE:** 22 July 2025  
**CIRCULAR:** 25/64

**TO:** SPREP National Focal Points  
CROP  
SPREP Partner Organisations

**SUBJECT: Job Opportunities**

Applications are invited for the following positions:

**INTERNATIONALLY RECRUITED ROLES:**

1. Procurement Officer (PROCO)
2. Communications and Knowledge Management Officer - Weather Ready Pacific Programme (CKMO – WRPP)

**LOCALLY RECRUITED ROLES**

1. Procurement Assistant (PROCA) - *For nationals and permanent residents of Samoa ONLY*
2. Administration and Liaison Support Officer, SPREP Fiji Office (ALSO-SFO) - *For nationals and permanent residents of Fiji ONLY*

The closing date for applications is **Friday, 15 August 2025 (Samoa Time)**

Information packages including the Job Descriptions and Application Forms, are available on this direct web link <https://www.sprep.org/careers> for all interested parties. I would be grateful if Member Governments and Territories could circulate these vacancies as widely as possible.

Thank you for your continued support and assistance.

Yours sincerely,



Easter Chu Shing  
**Acting Director General**