



Kiribati Financial Supervisory Authority (KFSA)
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RE-ADVERTISEMENT OF KFSA VACANCY

The **Kiribati Financial Supervisory Authority (KFSA)** is pleased to invite applications from suitably qualified and experienced individuals to fill one of the positions, the **Senior Support Officer, SSO**.

For those that have already applied, you do not need to apply again.

Further details of the post including a brief background of this newly established Regulator is tabulated below.

Position Title	Senior Support Officer
Entity	Kiribati Financial Supervisory Authority (KFSA)
Source	FSAK Act 2021 & KFI Act 2021
Term of Contract	3 year-renewable based on performance
Package	Level 13-10 KFSA salary level
2. Objectives: The objective of the Senior Support Officer (SSO) is to support the Management team to ensure all the KFSA objectives during the establishment process and to ensure continuity of its functions including payments and records, asset management records and other properties including the AC, Vehicle, IT assets and the HR functions. This is to ensure effective implementation of the policies and regulations and promote financial stability in Kiribati with zero or minimal operational disruption.	
3. Scope of Work: The SSO is responsible for all Operations Support services including, <ul style="list-style-type: none">• Payment and recordings – Manage all finances functions including the payments, records and reporting according to the required standard aligned with the National Audit Office.• Operations support - Co-ordination of resources across the team to ensure that function and operation are run efficiently and safely within the budget• Property management- Manage the asset register and to maintain all KFSA assets to keep in good order.• HR functions- Manage all Human Resource functions including the Staff Training in areas required.• Undertake any other tasks as required by the CCOO or the CEO.	
4. Qualifications & Experience: The ideal candidate for the position of SSO should possess the following minimum qualifications and experience:	

<p>a) Qualification Requirement: Bachelor’s diploma preferably degree (or equivalent) in Accounting, Administrative, Operation, project management or other related support works with relevant work experience.</p> <p>b) Must be a Kiribati national.</p> <p>c) Resourceful with broad general knowledge</p> <p>d) Good communication and interpersonal skills, with the ability to engage effectively with any stakeholders at all levels.</p> <p>e) Fluency in English and proficiency in Kiribati would be an advantage.</p> <p>f) must be able to drive or have a driving license</p>
<p>5. Reporting: The SSO will report directly to the CCOO of the KFSa.</p>
<p>6. Financial package: \$18,000 to 23,400 per annum (ceiling).</p>
<p>Expertise; Operations Coordination, Administrative, Accounting and Project Management, Public Relations, Basic Accounting, Public Policy, Business Studies, Development Studies</p>

Please send your job application letter along with the required documents listed below;

<p>1. 2 signed letters from separate individual referees produced within the last 12 month</p>
<p>2. Your updated Curriculum Vitae (CV)</p>
<p>3. Qualification(s) Certificates(s) or Evident of Qualification(s)</p>

Please send/deliver your application with all those required documents addressed to:

Kevin Rouatu

Chief Executive Officer

Kiribati Financial Supervisory Authority (KFSa)

C/-KFSa Office, Ministry of Finance & Economic Development

Bairiki, Tarawa

We also request that **you scan and send** this job application letter with the required documents to the email address below:

kevin.rouatu@kfsa.gov.ki copied to kmeauke@kfsa.gov.ki

The closing date of submission is Monday, 12th January 2026 at 4:30pm.

For any further clarification, please do not hesitate to contact the CEO Kevin Rouatu at 7300138 or CCOO Kirata Bitu Meauke at 73058699 or 72002222 during working hours.

Kam rabwa

Chairman and Board of Directors, KFSa.