



Pacific Partnership Secretariat

Summary of Main Terms and Conditions

JOB TITLE

Senior Technical Advisor,
Pacific Partnership Secretariat

NOTE: Salary is expressed Pounds Sterling

All other monetary figures are expressed in Fiji Dollars.

| | |
|------------------------------------|---|
| TERM | Funding for the position currently extends to June 2011; extensions past this date will depend on the raising of further project funds |
| SALARY RANGE | £20,000 after tax. |
| HOUSING ALLOWANCE | The appointee will be required to arrange furnished, rented accommodation in Suva. Assistance will be given to find and negotiate a lease of a suitable property. BirdLife will contribute 50% of the agreed rental up to a maximum of \$18,000 a year (\$1,500 a month) |
| SUPERANNUATION CONTRIBUTION | All wage and salary earners in Fiji (up to age 55) are required by law to contribute 8% of their earnings to the Fiji National Provident Fund. BirdLife will contribute another 8%. The full sum accruing to the appointee's fund will be reimbursed to the appointee on final departure from Fiji. |
| RELOCATION FARES | Economy class airfares from recognised home base to Suva for the appointee and dependants on taking up the assignment and from Suva to home on satisfactory completion of contract |
| RELOCATION ALLOWANCE | BirdLife will contribute a lump sum of \$5,000 towards the costs of air freighting or shipping the appointee's personal and household effects from the recognised home to Suva and another \$5,000 from Suva back home on satisfactory completion of contract |
| ESTABLISHMENT ALLOWANCE | A one-off lump sum of \$1,500 will be paid to the appointee on arrival in Suva to assist with incidental settling-in expenses |
| MEDICAL INSURANCE | BirdLife will meet the reasonable costs of comprehensive medical insurance for the appointee and his or her family. This will include provision of emergency evacuation to Australia or New Zealand |
| TEMPORARY ACCOMMODATION | BirdLife will pay hotel and incidental costs for the appointee on first arrival in Suva for a maximum of 8 days |
| LEAVE | 22 working days in the first year; 23 the second; 24 the third; and 25 the |

| | |
|--------------------|---|
| | fourth and subsequent years |
| LEAVE FARES | One economy-class return airfare to the recognised home for the appointee and dependants on completion of each year of service for the purpose of leave |
| SICK LEAVE | On a scale ranging from 30 days in year one to 180 days after 5 years |
| TAXATION | All BirdLife staff in Fiji are subject to local taxation which will be paid by BirdLife in addition to salary |