

<b>Ministry:</b>	<b>Ministry of Fisheries</b>
<b>Division:</b>	<b>Fisheries Science and Extension Division (FSED)</b>
<b>Location:</b>	<b>Tongatapu</b>
<b>Position:</b>	<b>Fisheries Officer</b>
<b>Position Number:</b>	<b>MoF0028</b>
<b>Reports to:</b>	<b>Principal Fisheries Officer</b>
<b>Band:</b>	<b>L</b>
<b>Salary:</b>	<b>\$19,490 - \$29,230</b>
<b>Job Purpose</b>	<p>The Ministry of Fisheries is responsible for the conservation, management, sustainable utilization and development of fisheries resources in the Kingdom and the fisheries waters in order to achieve economically, socially and environmentally sustainable fisheries that contributes to better living standards for all Tongans.</p> <ul style="list-style-type: none"> <li>• The role of this post to coordinate, monitor and manage hatchery production and research for Sea cucumber species at Sopu Mariculture centre.</li> <li>• Participate other hatchery production and research for other aquaculture commodities cultured at Sopu Mariculture center.</li> <li>• Provide quality advise on the best course of action for a successful sea cucumber hatchery and grow-out production and support Head of Section</li> </ul>
<b>Accountabilities / Outcomes</b>	<ul style="list-style-type: none"> <li>• Contribute to the development of Division annual work plan (AMP) and internal annual work plan (IAMP)</li> <li>• Assist/input in preparation and review of the Division Corporate Plan</li> <li>• Implement the division/section provisions of the annual work plan.</li> </ul>
	<ul style="list-style-type: none"> <li>• Assist with the preparation of the section's Annual budget</li> <li>• Assist in manage section budget</li> </ul>
	<ul style="list-style-type: none"> <li>• Assist in preparation of section reports (monthly, quarterly, 6 months and annual)</li> <li>• Prepare and update Head of section with sea cucumber production work progressing report</li> </ul>
	Ensure to complete PMS form
	<ul style="list-style-type: none"> <li>• Participate at the Head of Section meetings, other national meetings and regional meetings when required</li> <li>• Deputize the Head of Section while he is away from the</li> </ul>

	office.
	<ul style="list-style-type: none"> <li>• Assist the Head of Section in preparing and organizing the logistic for the section</li> <li>• Assist Head of Section in organize internal process in operation of the section</li> </ul>
	<ul style="list-style-type: none"> <li>• Manage and develop weekly and monthly plans for hatchery production and research for sea cucumber species</li> <li>• Manage and implement of weekly and monthly plans for hatchery production and research for sea cucumber species</li> <li>• Assist in develop and implement of weekly and monthly plans for hatchery production and research for other aquaculture commodities</li> <li>• Assist Head of Section with the preparation of the Section reports (monthly and annual)</li> </ul>
	<p><b><u>Hatchery and land-based nursery</u></b></p> <p>Leads and manage operation of hatchery production, nursery grow-out and research activities for <i>sea cucumber</i> species</p> <ul style="list-style-type: none"> <li>• Collaborate with Vast Ocean in conducting hatchery spawning runs</li> <li>• Assist hatchery production and research for other aquaculture commodities</li> </ul>
	<ul style="list-style-type: none"> <li>• Manage all aspects of broodstock collection, selection of appropriate broodstock for spawning and broodstock management prior spawning induction</li> </ul>
	<ul style="list-style-type: none"> <li>• Leads in all activities of <i>sea cucumber</i> larval rearing in hatchery until they settle on settlement plates prior transfer to ocean nursery.</li> </ul>
	<ul style="list-style-type: none"> <li>• Ensure that the hatchery has been well prepared for spawning activities of sea cucumber</li> </ul>
	<ul style="list-style-type: none"> <li>• Leads in preparation of brood stock (cleaning and layout into spawning tanks) and observe their behavior during conditioning and inducing period</li> </ul>
	<ul style="list-style-type: none"> <li>• Manages <i>sea cucumber</i> spawning using different induced spawning methodologies (e.g., spontaneous, thermal shock, food stimulant (spirulina bath) or other induction methods)</li> </ul>
	<ul style="list-style-type: none"> <li>• Lead in collection of gametes (eggs &amp; sperm), estimate of eggs density prior fertilization process</li> </ul>
	<ul style="list-style-type: none"> <li>• Manages fertilization process (estimates fertilization rates) and counting of fertilized eggs</li> <li>• Monitoring of stage development of fertilized eggs and stocking into larval tanks</li> </ul>
	<ul style="list-style-type: none"> <li>• Leads and monitor feeding management (calculating feeding ratio and feeding procedure) during spawning activities for sea cucumber species</li> <li>• Assist in monitoring of feeding activities during spawning</li> </ul>

	<p>for other aquaculture commodities</p> <ul style="list-style-type: none"> <li>• Assist in monitor live feed cultured production at Mari-culture center</li> </ul>
	<ul style="list-style-type: none"> <li>• Monitoring water exchange rates, larval stage and growth development during larval rearing</li> <li>• Coordinate on the development of hatchery technique and the construction of culture method for <i>sea cucumber</i></li> <li>• Assist hatchery production and research for other aquaculture commodities such as giant clams, pearl oyster, prawns and mud crab</li> </ul>
	<p><b><u>Ocean Nursery and Community grow-out program</u></b></p> <p>Leads in all ocean nursery grow-out and community farming activities</p> <ul style="list-style-type: none"> <li>• Lead in design and construction of pen cage culture system for sea cucumber juveniles grow-out</li> <li>• Manages transferring of sea cucumber juveniles to ocean nursery pen culture system</li> <li>• Implement and manages all activities in monitoring and management of the ocean nursery</li> <li>• Lead in monitoring of survival and growth rates of juveniles in pen culture system</li> </ul>
	<ul style="list-style-type: none"> <li>• Lead in distribution of sea cucumber juvenile for the community pen culture system (SMAs).</li> <li>• Conduct site selection for the sea cucumber farming at SMAs included Investors apply for commercial sea cucumber farming at Tongan coastal areas.</li> <li>• Conduct consultation for Environment impact study (EIA) base on sea cucumber farming requirement under Environment Regulation.</li> <li>• Identify environmental requirements of a particular species and select and oversee the preparation of site for species cultivation</li> <li>• Conduct trainings for farmers &amp; SMA communities on sea cucumber grow-out technique and culture system</li> </ul>
	<ul style="list-style-type: none"> <li>• Design other culture method for sea cucumber nursery culture system.</li> <li>• Assist in design and develop hatchery and culture techniques for other aquaculture commodities</li> </ul>
	<ul style="list-style-type: none"> <li>• Leads in all sort of data collection program for <i>sea cucumber</i> farming (hatchery, rearing, ocean nursery grow-out and distribution of <i>sea cucumber</i> to farmers)</li> </ul>
	<p>Assist hatchery trail for any introduced species with consult with Head of Section</p>
	<p>Assist in preparation of donor report for target cultured species</p>
	<p>Participate in any stock assessments survey assigned by Head of section</p>
	<p>Give advice to the Head of Section and donor to improve grow-out trial standard procedure for selected species</p>
	<p>Assist in monitoring laboratory equipment utilize for</p>

	hatchery production activities
	Ensure that hatchery production activities comply with Aquaculture Act 2003 and Regulation 2008.
	Assist to facilitate donor consultant during project assessment
	<ul style="list-style-type: none"> <li>• Conduct water quality parameter report for sea cucumber production</li> <li>• Assist conduct water quality parameter report for other aquaculture commodities</li> </ul>
	<p>Support in sea cucumber fishery duties:</p> <ul style="list-style-type: none"> <li>• Conduct inspection of under size sea cucumber</li> <li>• Stock taking for bechdemer</li> <li>• Packing and export</li> </ul>
	Support in implementing of Fisheries Covid 19 response plan
	<ul style="list-style-type: none"> <li>• Ensure to comply with relevant PSC and internal policies. (Public Services Act &amp; Regulations 2010) – (Disciplinary Procedures, Grievance and Dispute Regulations, PSC Policy Instructions) <ul style="list-style-type: none"> <li>- Attendance policy</li> <li>- Dress code</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Execute all functions of an authorized officer as provided in Section 71 of the Fisheries Management Act 2002</li> </ul>
	<ul style="list-style-type: none"> <li>• Execute any other duties that assigned by Head of Ministry/Division</li> </ul>
<b>Person Specification</b>	
<b>Skills and Abilities</b>	<p><b>Mandatory:</b></p> <p><b>Communication &amp; Language</b></p> <ul style="list-style-type: none"> <li>➤ Discussing work issues with individuals or groups with confidence</li> <li>➤ Preparing clear and concise papers or documents for discussion by others who are often more senior</li> <li>➤ Reading, writing and understanding work material or instructions that may be complex or require analysis</li> </ul> <p><b>Planning</b></p> <ul style="list-style-type: none"> <li>➤ Contributing to planning processes or design for an organisational output</li> </ul> <p><b>Organising</b></p> <ul style="list-style-type: none"> <li>➤ Contributing to the implementation and achievement of a planned output, product or service</li> <li>➤ Having responsibility for the achievement of a</li> </ul>

	<p>specific output or service</p> <p><b>Controlling</b></p> <ul style="list-style-type: none"> <li>➤ Monitoring, evaluating and reporting on the quality of outputs, generally to more senior staff</li> <li>➤ Utilizing appropriate processes to ensure quality of output and delivery</li> </ul> <p><b>Leading</b></p> <ul style="list-style-type: none"> <li>• Providing work supervision or assistance to other staff and may allocate work or tasks</li> <li>• Providing input into the performance management of other staff if required</li> </ul>
<b>Qualifications and Experience</b>	<p><b>Mandatory:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree with no working experience</li> <li>• Diploma Certificate with at least 2 years’ experience in a similar role or at least 3 years relevant working experience</li> </ul> <p><b><u>Qualifications acceptable for this role must be in Fisheries, Marine Science, Aquaculture, Biology, Environmental Sciences, Maritime Affairs, Marine Affairs, Marine Conservation, Economics, Marketing, Fisheries Policy, Management Compliance, or Fisheries Economics from a recognised educational institution.</u></b></p>
<b>Authorised by (sign and date)</b>	
<b>Supervisor</b>	<p>Name: Martin Finau</p> <p>Signature:</p> <p>Date:</p>
<b>Deputy Secretary / HOD</b>	<p>Name: Poasi Ngaluafe</p> <p>Signature:</p> <p>Date:</p>
<b>CEO</b>	<p>Name: Dr. Tu’ikolongahau Halafihi</p> <p>Signature:</p>

	Date:
<b>Employee</b>	Name: vacant  Signature:  Date: