



JOB DESCRIPTION –VETERINARIAN (RISK ASSESSMENT)

Job Purpose

The post aims to address service delivery, policy, and strategic development in the Veterinary Section taking into account the advancements in import risk analysis (IRA) and export market access for animal and animal products and emerging biosecurity issues relevant to animal health.

Principal Accountabilities

- To provide integrated veterinary input into all aspects of BAF services in accordance with the BAF Annual Corporate Plan.
- To cooperate with the Chief Veterinary Officer (CVO), Senior Veterinary Officer (SVO), and other colleagues in advancing the vision, strategies, projects, and milestones.
- To work with the Veterinary section and Permits section for Risk Analysis purposes.
- To assist the BAF veterinary team with liaisons and correspondences within BAF and other stakeholders.
- To assist the CVO and SVO with research and the formulation of policies, strategies, objectives, standard setting, and their effective implementation.
- To assist the BAF veterinary team in the development and implementation of policies and technical matters relating to the veterinary domain providing clear and practical advice on the economic and environmental forces that influence animal health.
- To assist the veterinary team with research relevant to animal, and animal products.
- To facilitate safe trade (Import, Export) of live animals and animal products.

Main Activities

- Uphold the Biosecurity Act 2008 and all biosecurity laws of Fiji.
- In consultation with CVO and SVO, maintain direct liaison with stakeholders on emerging issues concerning animal health.
- To carry out Import Risk Analysis for animal and animal products and coordinate export market access for animal and animal products.
- Control, facilitate, and coordinate export and import procedures for animal and animal products.
- To perform other duties as reasonably required and assigned by the CVO and SVO.
- Collaborate with the animal permits team to investigate new imports of animal and animal products.
- To carry out scientific research in regard to all animal products.

Management of Staff and Resources

The post holder will be assigned a delegated management line of subordinates within the Veterinary Section. The post holder must ensure that all assigned personnel and resources are effectively utilized.

Qualification/Knowledge/Skills

- A Veterinarian currently registered in Fiji or eligible to register under the Veterinary Surgeons Act 1956.
- A bachelor's degree in Veterinary Medicine or Veterinary Science with experience in the field of Biosecurity, Animal health or Veterinary Administration. Working experience of 2 years or above is preferred.
- Knowledge of animal health, quarantine protocol of animals, import/export protocol of animal and animal products, animal disease surveillance, laboratory diagnostics, epidemiology, and biosecurity.
- Knowledge of the World Organisation for Animal Health (WOAH) international Standards and the WTO SPS Agreement on safe trade will be an added advantage.
- Good understanding of modern farming and processing practices.
- Ability to work on one's initiative within the statutory and policy framework.
- Strong teamwork, interpersonal, and organizational skills.
- Excellent communication (verbal and written) and customer service skills.
- Knowledge of Microsoft Excel, Word, and Outlook.
- Knowledge of internet search engine usage.
- Able to deliver effective results and targets under pressure and within tight deadlines.
- Good judgment and decision-making skills
- Possessing a class 2 driver's license will be an added advantage.

WHERE TO SEND YOUR APPLICATION

1. Visit our website www.baf.com.fj to access the Job Description and click on the link to apply.
2. Applicants are required to submit cover letter, curriculum vitae and at least 3 referees, academic certificates and transcripts while applying through the online recruitment portal.
3. Applications for Vacancy nos. 23/2025 – 29/2025 will close on Friday, 3rd October 2025 at 05:00pm.
4. Applications for Vacancy no. 30/2025 will close on Friday, 26th September 2025 at 05:00pm.

Please note that only shortlisted applicants will be contacted. If you have not been contacted by BAF, then your application has not been successful and we thank you for your interest in applying.

BAF IS AN EQUAL OPPORTUNITY EMPLOYER