



HOUSING AUTHORITY VACANCY

The vision of Housing Authority is 'Helping Fijians Own Affordable Homes'. This is aimed at ensuring delivery of consistent, accurate, and high-quality on-time service to our clients, every time, all the time. The Housing Authority is inviting suitable, qualified, and eligible applications for the following position: -

1.0 VACANCY 01/2024: ARCHITECTURAL DRAFTSMAN

The incumbent will be responsible for obtaining and assembling data to complete Architectural & Structural features of designs sketched out by the LHD Designing & Property Team, visiting job sites to compile measurements as necessary, determining & calculating the types of structures such as residential or commercial or the kind of materials to be used suitable to the design. Should possess good interpersonal skills and the ability to achieve desired drafting standards using cost-effective methods appropriate with good planning skills.

1.1 Qualification

- Have passed a Diploma/Certificate in Architecture from a recognized tertiary institution or 5 years' experience in relevant architectural drafting.
- A thorough knowledge of the building by-laws.
- Have thorough knowledge and experience with all draftsman duties
- Have an excellent knowledge of design types and their implications that may arise later
- Be able to demonstrate strong problem-solving skills, timely and efficient delivery of outputs, and organization ability.
- Be a team player with strong interpersonal and communication skills
- Always be physically fit, healthy, and with a sound mind
- Building maintenance/renovation works supervision skills
- Possess a valid driver's license.

Remuneration

The successful candidate will be offered a 3-year contract term with an attractive remuneration package commensurate with qualification, experience, and skills.

Application

Please submit an email application, indicating the position and vacancy number, CV, detailed cover letter, and copies of academic transcripts with names of three (3) work-related referees [of which one has to be the current/recent supervisor] to recruitment@housing.com.fj.

Applications close on **Monday 25 March 2024 at 4.30 pm**. Incomplete and late submissions will not be accepted.

Please view the Job descriptions on the HA website at <http://www.housing.com.fj/careers>. All applications will be treated with strict confidence.

(Housing Authority is an Equal Opportunity Employer)