



Fiji Meat Industry Board Manager Finance

The Fiji Meat Industry Board (FMIB) is a statutory organisation established to support, regulate, and promote the development of meat industry in Fiji. FMIB operates abattoirs, including the Vuda Abattoir, to ensure the supply of safe, high-quality meat products to the domestic market. The organisation contributes to national food security, industry development, and commercial sustainability through operational excellence, financial stewardship, and service to the people of Fiji. FMIB's mandate includes strengthening the meat value chain, supporting farmers and processors, and pursuing commercial opportunities that enhance the long-term viability of the sector. FMIB is committed to maintaining high standards of governance, transparency, and accountability in all aspects of its operations.

The Manager Finance provides strategic financial leadership and ensures financial sustainability, operational efficiency, and compliance with statutory and regulatory requirements. The position oversees all financial operations, including budgeting, reporting, internal controls, procurement, asset management, treasury, costing and pricing, commercial analysis, Magiti retail operations, business development, digital transformation, information governance, and the full financial management of the Vuda Abattoir. The Manager Finance plays a central role in shaping financial strategy, strengthening governance frameworks, driving commercial performance, and ensuring that financial systems and practices at FMIB reflect public-sector standards and international best practice. The role also serves as a standing member of all Board committees related to finance, audit, risk, procurement, capital planning, and commercial operations. The incumbent performs any other duties assigned by the Chief Executive Officer and the Board from time to time.

Key Responsibilities

Strategic Financial Leadership and Governance

The Manager Finance provides executive-level financial leadership aligned with the strategic direction of FMIB, ensuring compliance with the Meat Industry Act, the Public Enterprises Act, the Financial Management Act, and all whole-of-government frameworks. The role leads the development and review of financial governance frameworks and provides strategic financial advice to the Chief Executive Officer and the Board.

Financial Management

The Manager Finance oversees all financial operations, statements, reconciliations, and audit readiness, while managing cash flow, payroll, receivables, payables, and the complete financial operations of the Vuda Abattoir.

Budgeting, Planning, and Performance

The Manager Finance leads the preparation of the annual budget, forecasts, and long-term financial plans, monitors performance, conducts variance analysis, and ensures corrective actions are implemented.

Treasury and Investment Management

The Manager Finance oversees treasury functions, banking relationships, and investments, ensuring prudent and transparent management of funds.

Costing, Pricing, and Commercial Analysis

The Manager Finance develops costing models, pricing strategies, and commercial analysis to support the operations and commercial ventures as per the mandate of FMIB.

Risk Management

The Manager Finance embeds risk management across financial and operational activities, ensuring that FMIB maintains an updated risk register and conducts regular risk assessments.

Ethical Governance, Fraud Control, and Compliance

The Manager Finance promotes ethical conduct, fraud control, and compliance across FMIB.

Asset Management (Whole-of-Life Cycle)

The Manager Finance oversees stewardship of all FMIB assets, ensuring accurate asset registers, preventive maintenance, and lifecycle planning.

Procurement and Vendor Management

The Manager Finance ensures transparent and compliant procurement processes and professional vendor management.

Magiti Retail, Marketing, and Business Development

The Manager Finance oversees retail operations, marketing, and business development, ensuring efficient stock management and commercial growth.

Capital Planning and Infrastructure Financing

The Manager Finance leads capital planning and financing strategies, ensuring robust analysis and alignment with the long-term needs of FMIB.

Enterprise Performance Management

The Manager Finance supports enterprise-wide performance management by establishing KPIs and dashboards.

Crisis and Disaster Financial Leadership

The Manager Finance ensures financial continuity during emergencies by maintaining robust business continuity and disaster recovery plans.

IT, Digital Transformation, and Information Governance

The Manager Finance leads digital transformation initiatives and ensures compliance with information governance standards.

Oversight of Insurance and Risk Transfer

The Manager Finance oversees FMIB's insurance portfolio to ensure adequate coverage for assets, operations, liability, and business continuity. The role ensures timely claims management and annual insurance reviews, strengthening risk resilience of FMIB.

Oversight of Payroll and Employee Benefits

The Manager Finance oversees payroll accuracy, compliance with employment laws, and timely remittance of statutory deductions such as FNPF and PAYE. The role ensures payroll controls and segregation of duties are maintained, protecting FMIB from payroll fraud and compliance breaches.

Contract Management Oversight

The Manager Finance ensures financial oversight of all contracts, including monitoring contract performance, financial obligations, and compliance with terms. The role maintains a contract register and ensures timely renewals or renegotiations, strengthening governance and reducing financial leakage.

Sustainability and Climate-Resilience Financing

The Manager Finance leads sustainability financing initiatives, including climate-resilient budgeting, green procurement, and environmental cost management. The role ensures that financial decisions at FMIB support long-term environmental stewardship, aligning with national and donor priorities.

Business Intelligence and Data Governance

The Manager Finance leads the development of financial analytics, dashboards, and predictive models to support evidence-based decision-making. The role ensures data quality, integrity, and governance across financial systems, positioning FMIB for digital transformation.

Organisational Strategy and Transformation Leadership

The Manager Finance contributes to organisational transformation initiatives, including restructuring, commercialisation, and operational reform. The role ensures that the financial implications of transformation are assessed, managed, and communicated, reinforcing the executive nature of the position.

Representation on Executive Committees

The Manager Finance serves as a member of the Executive Leadership Team of FMIB and participates in audit, risk, procurement, and capital planning committees. This formalises the leadership role and ensures financial considerations are integrated into executive decision-making.

External Audit Liaison and Regulatory Reporting

The Manager Finance acts as the primary liaison with external/internal auditors, regulatory agencies, and external reviewers. The role ensures timely submission of all statutory returns and compliance reports, strengthening accountability and transparency.

Commercial Strategy and Market Intelligence

The Manager Finance monitors market trends, pricing movements, and industry developments to inform the commercial strategy of FMIB. The role provides financial insights to support competitive positioning and revenue growth, thereby strengthening commercial mandate across Magiti retail and abattoir operations of FMIB.

Board and Committee Engagement

The Manager Finance serves as a standing member of all FMIB Board committees related to finance, audit, risk, procurement, capital planning, and commercial operations. The role prepares and presents financial reports, analysis, and recommendations to the Board and its committees, ensuring that all deliberations are supported by accurate, timely, and complete financial information. The Manager Finance ensures that Board committee decisions are implemented effectively and that all required documentation, minutes, registers, and follow-up actions are properly recorded and completed.

5. Qualifications and Experience

The position requires a Bachelor's degree in Accounting, Finance, or a related field.

A minimum of five to seven years of senior financial management experience is required, ideally within a statutory body or commercial organisation. The Manager Finance must demonstrate strong knowledge of financial reporting, budgeting, taxation, governance, costing, and financial systems. Experience in commercial operations, retail, business development, or abattoir operations is an advantage. Membership in a recognised professional accounting body is desirable.

Personal Attributes

The Manager Finance must demonstrate high integrity, strong ethics, and sound judgement. The role requires a strategic thinker with strong analytical capability, excellent communication skills, and the ability to lead and motivate teams. The incumbent must be proactive, commercially minded, adaptable, and committed to the values of integrity, quality service, teamwork, care, and environmental responsibility of FMIB.

Application Procedure

Applicants must submit a cover letter addressing the key responsibilities and qualifications, a detailed curriculum vitae. Applications may be submitted by email: to recruit@fmib.com.fj or delivered in a sealed envelope to the Chief Executive Officer at the Fiji Meat Industry Board. Only shortlisted candidates will be contacted.

Equal Employment Opportunity

FMIB is an Equal Employment Opportunity employer and is committed to fair, transparent, and merit-based recruitment. All qualified applicants are encouraged to apply.

KPI Matrix – Manager Finance

| Responsibility Area | Key Performance Indicators (KPIs) |
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| Strategic Financial Leadership and Governance | <ul style="list-style-type: none"> • Strategic financial advice delivered on time and aligned with FMIB's direction. • Full compliance with statutory and governance requirements. • Annual review and update of financial frameworks. • Annual assessment of internal controls with gaps addressed. • Robust financial analysis for all major decisions. Year-on-year measurable improvement in governance environment. • Timely, high-quality submissions to external stakeholders. |
| Financial Management | <ul style="list-style-type: none"> • Timely submission of accurate financial statements. • Monthly reconciliations completed with discrepancies resolved. • Cash flow maintained within approved thresholds. • Accurate monthly abattoir performance reports. • Audit-ready records maintained at all times. • Quarterly review of internal controls. • Accurate and timely payroll processing. • Year-on-year improvement in financial discipline. |
| Budgeting, Planning, and Performance | <ul style="list-style-type: none"> • Annual budget submitted within required timelines. • Monthly variance reports prepared with recommendations. • Quarterly updated forecasts with scenario modelling. • Proper documentation and record-keeping maintained. • Transparent and consultative budgeting process confirmed by divisional managers. • Corrective actions implemented within agreed timelines. • Year-on-year improvement in planning accuracy. |
| Treasury and Investment Management | <ul style="list-style-type: none"> • Full compliance with treasury policies. • Documented analysis supporting investment decisions. • Annual review of banking relationships. • Monthly reconciliations completed with discrepancies resolved. • Annual review of financing arrangements. • Timely and accurate treasury reporting. • Adequate liquidity maintained at all times. |
| Costing, Pricing, and Commercial Analysis | <ul style="list-style-type: none"> • Annual review of costing models. • Evidence-based pricing recommendations delivered on time. • Feasibility assessments completed within agreed timelines. • Complete costing and pricing documentation maintained. • Measurable improvement in profitability and efficiency. • Monthly variance analysis with corrective actions. • Reliable financial analysis confirmed by CEO and Board. |
| Risk Management | <ul style="list-style-type: none"> • Quarterly updates of FMIB's risk register. • Documented risk assessments for all major decisions. • Complete and accurate risk documentation stored securely. • Biannual control effectiveness reviews conducted. |

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| | <ul style="list-style-type: none"> • Year-on-year improvement in risk maturity. • Annual staff training on risk management. • No major unmitigated risk incidents. |
| Ethical Governance, Fraud Control, and Compliance | <ul style="list-style-type: none"> • Zero tolerance record for fraud or misconduct. • Annual review of fraud-control systems. • Timely implementation of audit recommendations. • Full compliance with statutory reporting requirements. • Annual staff training on ethics and compliance. • Positive Auditor-General feedback. • Complete compliance documentation maintained. |
| Asset Management (Whole-of-Life Cycle) | <ul style="list-style-type: none"> • Annual verification of asset register with 100% accuracy. • Preventive maintenance schedules completed on time ($\geq 90\%$). • Documented acquisitions, disposals, and transfers. • Annual update of lifecycle asset plans. • Reduced unplanned downtime. • Complete asset documentation maintained. • Robust capital expenditure proposals. |
| Procurement and Vendor Management | <ul style="list-style-type: none"> • Zero non-compliant procurement activities. • Comprehensive documentation of tender evaluations and decisions. • Annual vendor performance reviews conducted. • Year-on-year improvement in procurement cycle times. • Demonstrable cost savings achieved. • Documented procurement risk mitigation. • Timely and accurate procurement reporting. |
| Magiti Retail, Marketing, and Business Development | <ul style="list-style-type: none"> • Year-on-year retail revenue growth achieved. • Stock variances maintained within $\pm 2\%$. • Assessment of at least two new opportunities annually. • Implementation of at least one viable initiative annually. • Complete retail and stock documentation maintained. • Annual improvement in customer satisfaction. • Documented marketing activities evaluated for effectiveness. |
| Capital Planning and Infrastructure Financing | <ul style="list-style-type: none"> • Complete financial modelling for all capital proposals. • Annual update of long-term capital plan. • Monthly monitoring of capital expenditure. • Annual review of financing arrangements. • Complete capital project documentation maintained. • Measurable improvements in asset reliability and efficiency. • Zero audit findings on capital projects. |
| Enterprise Performance Management | <ul style="list-style-type: none"> • Monthly updated enterprise dashboards. • Timely and accurate performance reports. • Improved divisional understanding of KPIs. • Integrated financial and operational data. • Year-on-year improvement in organisational performance. • Timely identification and resolution of variances. • Complete performance documentation maintained. |
| Crisis and Disaster Financial Leadership | <ul style="list-style-type: none"> • Annual review and testing of continuity plans. • Uninterrupted critical operations during emergencies. • Timely disaster reporting for claims and support. • Annual staff training on emergency procedures. • Resilient financial systems demonstrated in stress tests. • Post-disaster reviews completed within 30 days. |

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| | <ul style="list-style-type: none"> • Year-on-year improvement in resilience. |
| IT, Digital Transformation, and Information Governance | <ul style="list-style-type: none"> • Annual implementation of digital initiatives. • Approved system uptime thresholds maintained. • Compliance with record storage policies. • Annual cybersecurity reviews conducted. • Year-on-year improvement in data quality. • Annual staff training on digital systems. • Measurable improvement in digital capability. |
| Stakeholder Engagement | <ul style="list-style-type: none"> • Accurate and timely submissions to government, auditors, donors, and stakeholders. • Professional representation of FMIB. • Strengthened external relationships. |
| People and Culture | <ul style="list-style-type: none"> • Promotion of integrity, accountability, and service excellence. • Leadership and coaching of staff. • Modelling FMIB's values. |
| Succession Planning and Capacity Building | <ul style="list-style-type: none"> • Delivery of financial literacy training. • Coaching of managers on budgeting and cost control. • Strengthened accountability across divisions. • Succession planning for critical roles. |
| Continuous Improvement | <ul style="list-style-type: none"> • Regular review and improvement of financial systems and processes. • Documented and communicated process changes. • Effective implementation of improvements. |
| Health and Safety | <ul style="list-style-type: none"> • Compliance with FMIB's health and safety policies. • Accurate safety records maintained. • Staff awareness of responsibilities. |
| Oversight of Insurance and Risk Transfer | <ul style="list-style-type: none"> • Annual review of FMIB's insurance portfolio completed with documented coverage adequacy. • All assets, operations, liability, and continuity risks insured within approved thresholds. • Insurance claims lodged within five working days and tracked to resolution. • Insurance documentation complete, accurate, and audit-ready. • Year-on-year improvement in insurance coverage effectiveness. |
| Oversight of Payroll and Employee Benefits | <ul style="list-style-type: none"> • Payroll processed accurately and on time each pay cycle. • Full compliance with statutory deductions (FNPF, PAYE, etc.). • Payroll reconciliations completed monthly with discrepancies resolved. • Segregation of duties maintained and documented. • Zero payroll-related audit findings or fraud incidents. |
| Contract Management Oversight | <ul style="list-style-type: none"> • Comprehensive contract register maintained and updated quarterly. • All contracts reviewed annually for compliance and performance |



Job Advertisement – Manager Finance

The Fiji Meat Industry Board (FMIB), a statutory organisation mandated to support, regulate, and promote the development of meat industry in Fiji. Applications are invited for the position of Manager Finance. FMIB operates abattoirs, including the Vuda Abattoir, and contributes to national food security, industry development, and commercial sustainability. This senior executive role is central to the governance, commercial performance, and long-term resilience of FMIB.

Key Responsibilities

The Manager Finance will provide strategic financial leadership and oversee all financial operations of FMIB. Responsibilities include:

- Strategic financial planning, budgeting, and reporting.
- Oversight of treasury, investment, procurement, and asset management.
- Leadership of costing, pricing, and commercial analysis for abattoir and retail operations.
- Risk management, ethical governance, fraud control, and compliance.
- Payroll and employee benefits oversight, insurance portfolio management, and contract governance.
- Driving sustainability financing, digital transformation, and business intelligence initiatives.
- Supporting organisational transformation, Board committees, and external audit liaison.
- Strengthening FMIB's commercial strategy and market intelligence.

Qualifications and Experience

Applicants must hold a Bachelor's degree in Accounting, Finance, or a related field, with a minimum of five to seven years of senior financial management experience is required, ideally within a statutory body or commercial organisation. Strong knowledge of financial reporting, governance, costing, taxation, and financial systems is essential. Experience in commercial operations, retail, or abattoir management will be an advantage. Membership in a recognised professional accounting body is desirable.

Personal Attributes

The successful candidate will demonstrate high integrity, strong ethics, and sound judgement. They must be a strategic thinker with excellent analytical and communication skills, capable of leading and motivating teams. Proactivity, commercial acumen, adaptability, and commitment to FMIB values of integrity, service, teamwork, care, and environmental responsibility are essential.

Application Procedure

Applicants must submit a cover letter addressing the key responsibilities and qualifications and a detailed curriculum vitae with names and contact details of at least three professional referees. Detailed copy of the job description and KPI's are at <https://fmib.com.fj>.

Applications may be submitted by email recruit@fmib.com.fj. Hard copy of applications are not accepted. Applications close on **7 February, 2026**. Only shortlisted candidates will be contacted.

FMIB is an Equal Employment Opportunity employer.