



SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT  
PROGRAMME  
**RECRUITMENT & SELECTION**  
**APPLICATION FORM**

**THIS APPLICATION IS FOR THE FOLLOWING POSITION:**

**Project Manager – Regional Invasive Species Project (PMRIS)**

<b>1. PERSONAL DETAILS</b>			
NAME			
DATE OF BIRTH		SEX	
NATIONALITY			
FAMILY STATUS (DEPENDENTS)			
POSTAL ADDRESS		E-MAIL ADDRESS	
TELEPHONE WORK		MOBILE NUMBER	
TELEPHONE HOME		FAX NUMBER	
LANGUAGES			
HOBBIES			
COMMUNITY INVOLVEMENT			
<b>2. ACADEMIC BACKGROUND (Most recent ones first)</b>			
Dates	Institution/Country	Qualification Attained	
<b>3. OTHER PROFESSIONAL DEVELOPMENT/WORKSHOPS/CONFERENCES ATTENDED (State only those that are relevant to this position)</b>			
Dates	Institution/Country	Programme Title/Theme	
<b>4. WORK EXPERIENCE WITH REMUNERATION (Most recent employment first)</b>			
Dates	Employer	Position (briefly list core functions)	


**5. PROFESSIONAL AFFILIATIONS/AWARDS**

Dates	Organisation	Member/Award Status

**6. PROFESSIONAL REFEREES (List at least 3)**

Name	Position	Organisation & Contact Details

**7. STATE HOW YOU MEET EACH SELECTION CRITERIA**

**CRITERIA 1**

Minimum qualifications of a Master degree in Ecology, Environmental Management, Biological Science, or related to Invasive Species and Biosecurity OR a Bachelor degree in lieu, with applied relevant work experience in excess of the minimum required relevant work experience.

**CRITERIA 2**

At least 10 years of extensive project management experience and technical assistance on projects related to invasive species management and biosecurity, preferably within the Pacific islands region and with regional scope.

**CRITERIA 3**

Proven ability to mentor, train and support others in project management and in the successful implementation of at least three management areas of Inter-island biosecurity and EDRR, management of weeds and agrichemicals, restoration, monitoring baselines and changes, biological control of weeds, eradication, awareness and outreach.

--

**CRITERIA 4**  
Excellent understanding of best practices in IAS and their impacts, management, national frameworks needed to manage IAS in countries, and international frameworks required to stop the spread of IAS between countries.

--

**CRITERIA 5**  
Excellent project management and leadership experience including the development of funding proposals, design and delivery of integrated work programme activities, monitoring and evaluation of performance, resource management as well as a good understanding of synergies and inter-linkages across environmental issues.

--

**CRITERIA 6**  
Excellent leadership and management experience including strategic high level advisory and analytical skills as well as leading and nurturing teams of diverse technical backgrounds and expertise in multicultural and multi-disciplinary environments.

--

**CRITERIA 7**  
Excellent experience at strategic and high level communication, negotiation and reporting across diverse audiences, as well as extensive experience in capacity building, particularly in the Pacific setting.

--

**8. GENERAL INFORMATION**

Computer Literacy (list programmes and level of competency)	
---	--

Declaration of close relations to any individual who is currently employed at SPREP. Please list name/s and nature of relationship.	
Discipline Record (list past employment disciplinary cases or criminal convictions, if any)	
Details of any Medical History	
Possible start date if successful	
<b>9. ANY OTHER ADDITIONAL INFORMATION APPLICANT WISHES TO SUBMIT</b>	
<b>10. HOW DID YOU LEARN ABOUT THIS POSITION?</b>	
<b>11.</b>	<b>CERTIFICATION &amp; AUTHORISATION: All information submitted herewith is true and correct. SPREP has the authority to seek verification of any information provided.</b>
<b>Signature</b>	<b>Date</b>

The following documents must be attached to this Application Form:

- Curriculum Vitae

Applicants may attach copies of available Referee reports and other information they wish to provide to support their application.