

OPPORTUNITY TO JOIN FIJI TELEVISION LIMITED

Fiji Television Limited (Fiji TV) a subsidiary company of Fijian Holdings Limited (FHL), is a listed Media and Commercial Broadcasting Company in operation since 1994. Fiji TV is an established and trusted media brand with a diverse portfolio of both local and international content in News, Entertainment, Sports and much more. The Company's portfolio includes Fiji One, Channel 2 –Na Lololo, Pacific Services, In-House Production, Pactok and Fiji TV Stream.

MANAGER LOCAL PROGRAM PRODUCTION

We are looking for an experienced, passionate and motivated person to lead our Local Program Production team. The successful incumbent will be responsible for the production of local programs and commercials for the Fiji Television Network:

Some of the key responsibilities of the role will include:

1. Production department managed and led in accordance with the performance management system.
 - Production operations and business plan reflection overall Fiji TV operations plan;
 - Budget preparation and monitoring;
 - Performance reporting including intervention actions;
 - Procedures preparation and monitoring.
2. Commercially focused production department
 - Minimization of cost;
 - Maximize revenue growth;
 - Identification of new commercial opportunities- including co-productions;
 - Work with internal customers – programs and pacific services, sales and IT.
3. Customer and stakeholders driven production services.
 - Customer satisfaction and expectation driven production service;
 - Internal customer service level;
 - External customer / stakeholder's customer service level;
 - Customer service level monitored and managed;
 - Statutory, industry and procedure compliant service;
4. Inform General Manager/CEO and Executive Management – timely and accurate reporting.
 - Performance and situation reporting;
 - Incident investigation and reporting;
 - Report and paper produced;
5. A developing and growing production department.
 - Improve efficiency and effectiveness including utilization of technology;
 - New business opportunities identified;
 - Improvement in viewer and customer satisfaction, acceptance and compliance;
 - Developing and growing workflow – competence training / development.
6. Demonstration of Fiji Television image and value standards.
 - Co-operative and effective production team and

- Production department contribution to the Fiji TV Operations – Programs and Pacific Services and Sales.

To be considered, you must meet the following requirements:

- Diploma or Degree in Television Production or equivalent desirable from a recognized tertiary institution.
- 4 to 5 years' experience in the communication industry particularly Television programme production.
- Understand of the Media and Communication legislation.

How to apply:

Applications marked "**Manager Local Program Production**" to be sent to Human Resources, PO Box 2442, Government Buildings, Suva or email: hr@fijitv.com.fj before 4pm on Tuesday, 30th April, 2024.

Only shortlisted applicants who meet the desired requirements will be contacted.