



VACANCY

Do you want to be part of a dynamic and progressive organisation with an ambitious growth agenda?

Do you want a satisfying and rewarding career?

Join us at **OCEANIA HOSPITALS**, the largest private hospital in Fiji and one of the largest in the Pacific. We are looking for:

1.0 Manager – Executive Office (M-EO)

The successful applicant should (preferably) have the following:

- Be a graduate in Marketing, Finance, business or any similar related field.
- Minimum of 3-5 years relevant work experience in the field of business marketing and sales, particularly in the areas of business marketing and research with a good background in sales for development of strategies for new market opportunities.
- Experience in preparing reports/minutes/administrative functions for the Executive Management Team.
- Ability to travel to meet clients, attend conferences and research new markets as required
- Prior experience with health and medical industry will be an advantage
- Excellent written and interpersonal communication skills
- Ability to work within a multidisciplinary team of healthcare professionals
- Knowledge of MS Office
- Ability to maintain confidentiality of information
- Group 2 License is essential with valid Defensive Driving Certificate

An attractive remuneration package will be negotiated with the successful candidate, based on qualifications and experience.

Application letter, detailed CV with 2 referees contact details and a passport size photo can be emailed to hr@ohpl.com.fj Applications must be received before COB on the 09th of July 2021. Please note that only shortlisted candidates will be contacted for an interview.

Oceania Hospitals is an equal opportunity employer.

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