

# EMPLOYMENT OPPORTUNITY

## National Reserve Bank of Tonga

### Security Officer

As a Security Officer you will be responsible for the physical security of the National Reserve Bank staff and assets as well as the tenants. . This role is primarily responsible for the following;

- patrolling, securing and monitoring the bank premises and property equipment, assisted by security cameras
- provide good customer service, sign in staff, tenants and visitors at the main gate as well as giving directions
- escorting and guarding priority customers whilst they are within the boundaries of the bank
- keep accurate records and provide short reports

To consider for this role it is preferred that you have:

- Be Aged 21 to 25
- A pass in PSSC or any recruitment course from the Police department or His Majesty's Armed Forces
- 3+ years of work experience as a Security Guard in a recognized organization
- Good written and communication skills
- Computer literate in Word and Excel
- Effective team work

Sounds like you? Download the application form now from [www.reservebank.to/](http://www.reservebank.to/) or collect it from National Reserve Bank office in Nuku'alofa and apply. If you are currently working at a private company or the government department, a letter of recommendation from your Head of Department is required. Please email your application, relevant documents and a police record to [nrbt@reservebank.to](mailto:nrbt@reservebank.to) or address and send it to the Governor, National Reserve Bank of Tonga, Nuku'alofa, Tonga. For further details, please call the Senior Manager - Corporate Services on +676 24 057. All applications must be received before close of business (4:00 pm) on Friday, 12<sup>th</sup> August 2016.

# FANONGONONGO LAKANGA ‘ATAA

## Pangike Pule Fakafonua ‘a Tonga

### Ka’ate Le’o

’Oku fanongonongo atu heni fekau’aki mo e lakanga ko e Ka’ate Le’o ‘a ia ‘oku lolotonga ‘ataa ‘i he Pangike Pule ‘a Tonga.

Ko e lakanga ni ko hono tefito’i fatongia koe:

- Le’o mo malu’i ‘a e kau ngaue ‘a e Pangike Pule, ngaahi potungaue ‘oku nau ngaue’aki ‘a e fale ‘o e Pangike Pule pea mo e kasitoma kotoa pe ‘a e Pangike Pule
- Le’o mo malu’i ‘a e ngaahi feitu’u tuku’anga me’angaue ‘a e Pangike Pule
- Talitali kakai lelei mo tokanga’i ‘a e kau ‘a’ahi mai ki he Pangike Pule
- Tauhi lekooti lelei pea mo fa’u lipooti

’Oku fiema’u kihe lakanga ni:

- Ta’u motu’a mei he vaha’a ‘o e ta’u 20 ki he 25
- Lava ‘i he sivi PSSC pe ko ha taukei ‘i he Potungaue Polisi pe ko e Kau Tau Malu’i Fonua ‘A ‘Ene ‘Afio
- Lava o tohi mo fetu’utaki mahino ‘i he lea fakatonga mo e fakapilitania
- Lava ’o ngaue’aki ‘a e Ms Word moe Excel ‘i he tafa’aki fakakomipiuta
- Fakamo’oni tohi kuo ke ‘osi a’usia e ngaue fakataukei mei ha Potungaue falala’anga ‘i he ta’u nai ‘e 3 pe toe lahi ange
- Malava lelei ‘o ngaue fakataha
- Talangofua mo faitotonu
- Mo’ui lelei mo sino malohi pea tauhi taimi

Koe tohi kole ngaue kotoa pe kuopau ke fakafonu mai ia ‘i he foomu kole ngaue ‘a e Pangike Pule fakataha mo ho’o fakamo’oni ako moe tohi fakaongoongo lelei pea mo ho’o polisi lekooti . Kapau ‘oku ke lolotonga fakakaungatamaki ‘i ha potungaue taautaha pe koe taha ‘o e ngaahi potungaue Pule’anga, ‘oku fiema’u ‘a e tohi mei ho’o pulengaue. ’E malava ke ma’u atu e foomu kole ngaue ni mei he’emau uepisaiti [www.reservebank.to/](http://www.reservebank.to/) pe ko ha’o a’u tonu mai ki hemau ‘ofisi ‘i he Hala Salote, Fasi moe Afi, Nuku’alofa. Katakaki ‘o fakahu mai ho’o tohi ‘aki hao’imeili mai ki he [nrbt@reservebank.to](mailto:nrbt@reservebank.to) pe ko ha’o fakatu’asila mai ho’o tohi kole ngaue kihe Kovana Pule, Pangike Pule Fakafonua ‘o Tonga, Nuku’alofa, Tonga. Ki ha toe fakaikiiki ange kataki ‘o fetu’utaki mai ki he Senior Manager - Corporate Services ki he +676 24 057. ‘E tapuni e faingamalie ni ‘i he taimi 4:00 pm aho Falaite ko e ‘aho 12 ‘o Aokosi 2016.