



MINISTRY OF PUBLIC SERVICE AND ADMINISTRATIVE REFORMS

28 July 2025

Ministry of Public Service and Administrative Reforms

Circular Letter No. 50 of 2025

E/152/48/15/05 V2T2

From : **Secretary for Public Service**

To : **Supervising Officers in Charge of Ministries/Departments**

Notification - Job vacancies at the OACPS Secretariat

The Secretariat of the Organisation of African, Caribbean and Pacific States (OACPS) is inviting applications from eligible candidates for the following vacant positions at the Secretariat:

- (i) **Financial Controller;** and
- (ii) **Head of Finance and Budget Unit.**

2. Candidates must be nationals of OACPS Member States and must enclose a photocopy of their valid passport as proof of nationality.

3. Details regarding the posts and online application formalities can be accessed on the website of the OACPS on the following link: <https://acpaccount.bamboohr.com/careers>

4. Applicants should also submit their curriculum vitae together with copies of degrees, diplomas, certificates and any other documents attesting their competence and professional experience. The curriculum vitae must be in the format available at the following link: <https://europass.cedefop.europa.eu/editors/en/cv/compose> to be considered for further evaluation.

5. The closing date for submission of applications, together with all supporting documents, is **03 August 2025**.

6. It would be appreciated if the contents of this Circular Letter could be brought to the attention of all officers serving in your Ministry/Department.

G. Callychurn (Miss)

for Secretary for Public Service

Copy to: Secretary to Cabinet and Head of the Civil Service