



PAPUA NEW GUINEA NATIONAL AGRICULTURAL RESEARCH INSTITUTE

WE ARE HIRING

The National Agricultural Research Institute (NARI) is a statutory body established under the NARI Act (1996) reporting to the Ministry of Agriculture. NARI is the leading organisation conducting and fostering applied scientific and development-oriented research in agriculture. NARI's work supports the smallholder sector, food security, rural and national economic development and natural resource management in Papua New Guinea (PNG). NARI is also responsible for providing scientific, analytical, diagnostic and advisory services to the agriculture sector. NARI's services are provided from research centres located at the Headquarters and Momase Regional Centre located at Bubia outside Lae (Morobe), Aiyura (EHP), Tambul (WHP), Laloki (Central), Keravat (East New Britain) and Kilakila (NCD).

Applications are invited from suitably qualified and experienced persons for the following positions:

1. Director – Institutional Services and Systems (Salary Grades 12)

The Institute seeks to recruit a Director – Institutional Services and Systems. Position is based at **NARI Head Office in Bubia** and is open to National and International applicants. The incumbent will report directly to the Director General.

Key Responsibilities:

- **Corporate Strategic Objective:** Deliver on corporate strategic objective, its detailed scope and implementation plans. Monitor and review the provision of effective and efficient corporate services, taking appropriate corrective action where necessary, including ensuring that annual budgets and targets are achieved, policies, procedures and standards are adhered to and cost effective and timely outcomes accomplished.
- **Human Talent Management & Development:** Oversees the human resources functions so as to recruit, retain and develop highly skilled and motivated staff to support NARI's culture, mission, vision and strategic directions. Creating organisational culture that promotes, nurtures and develops talents. Designing organisational systems and structures that enable attracting and managing all human talents.
- **Financial Management:** Oversees the financial function and ensures that there is proper administration of all financial matters. Develop and maintain effective financial planning and budgetary controls. Ensure resources are matched to priorities identified and resources are coordinated to protect NARI from risks. Ensure 100 % compliance to government requirements
- **Facilities and Contract Management:** Oversee contractual arrangements for all buildings and facilities across all NARI centres. Ensuring that facilities are fit for purpose, provide value for money and are in compliance with local laws.
- **Information and Technology:** Oversees the information systems, structures and administrative processes that enable the Institute to deliver and achieve quality standards in timely manner and within budgets.
- **Strategic Leadership:** Provide leadership in the corporate services of the institute to foster a culture of innovation and scientific excellence.
- **Compliance:** Adherence to the institutes policies, procedures and relevant legislation.
- **Policy and Impact:** Contribute to the development of organizational strategy and policies.

Requirements:

- ✓ A minimum of a Master's degree in Business management, or related field and at least eight (8) years experience in research for development. Possession of a Doctorate degree (Ph.D.) will be an added advantage;
- ✓ Must be experienced in managing multiple corporate service functions.
- ✓ Excellent people management and team development skills, and values consistent with NARI
- ✓ Demonstrate high level organisational skills in a complex dynamic environment
- ✓ Highly effective and proactive problem solving skills
- ✓ Strong financial literacy and well-developed business acumen
- ✓ Advanced communication, negotiation, influencing and stakeholder engagement skills
- ✓ Record of achievement in driving continuous improvement to achieve excellence in service delivery
- ✓ Strong work ethics and track record of quickly mastering new information

2. Director – Agricultural Systems (Salary Grades 12)

The Institute seeks to recruit Director – Agricultural Systems. This position is based at the NARI Head office in Lae and is open to National and International applicants. The incumbent will report directly to the Deputy Director General:

Key Responsibilities:

- **Research Reports & Publications:** Develop research priorities, plans, program activities and implementation strategies in line with the aim and objectives of the SRF Plan 2022 – 2031 SIP 2022 to 2026. Track the quality of high quality, evidence based reports, studies, articles and publications on new innovative agricultural technologies.
- **Development of new methodologies:** Measure the innovation and creation of new analytical tools or frameworks for research and assessment.
- **Contribution to strategic planning:** Contribute to on-going assessment of needs and opportunities, scoping of Institute, program and project portfolios, setting of priorities for priority research portfolios.
- **Effectiveness of advisory Services:** Provide technical advice to management and stakeholders.
- **Scientific Research & Project Management:** Oversees and ensures that there is efficient utilisation of allocated manpower, equipment and financial resources to achieve desired outputs.
- **Leadership:** Provide scientific leadership and support to human resource development of the scientific and technical staff to foster a culture of innovation and scientific excellence.
- **Compliance:** Adherence to the institutes policies, procedures and relevant legislation. Provide independent technical critic of other research projects for scientific prudence and standards
- **Policy and Impact:** Collaborate with industry stakeholders, government agencies and other private sector organizations to disseminate research findings and contribute to the formulation of the research and technology policies and strategies of the institute and whole of PNG agriculture sector.

Requirements:

- ✓ A PhD or minimum of a Master's degree with over 10 years of years in the field of Agriculture Research from a recognised University.
- ✓ Must hold considerable years of experience at a senior management level preferably in a commodity-oriented research organisation
- ✓ Demonstrable experience of working well in teams within professional and organisational matters;
- ✓ Must possess good leadership skills and able to demonstrate strong acumen in coordinating a group of scientist and technical support staff to ensure that applied and adaptive research programs and their extension at all Research Stations are in accordance with NARI's goals and objectives.
- ✓ He/she must demonstrate high level of competency in agricultural research with suitably qualified skills, knowledge and experience in research publications and scrutiny, editing and reviews for scientific prudence and standards.
- ✓ Excellent written and verbal communication skills in English,

General Information

NARI is an equal opportunity employer and does not allow discriminatory practices based on gender, ethnicity or health status. The Institute has general health insurance cover for all contract and permanent employees with life insurance covered by Workers Compensation Act. Accommodation is not a condition of employment but where possible NARI provides Institutional accommodation at its Head Office and other Research Centres.

Salaries and conditions are determined under the broad Public Service Framework and all of the above positions are contract positions that attracts Special Domestic Market Allowance (SDMA) for citizens, Special International Market Allowance (SIMA) for non-citizens, Gratuity of 25% plus SDMA/SIMA and 15% of employer portion of superannuation contribution. The Institute provides return leave fair for an employee plus spouse and three (3) biological or legally adopted children under the nineteen (19) years of age every eighteen (18) months of continue service.

Applications must include a cover letter detailing your area of interest, a detailed CV, names and contact details of three referees and be addressed to Acting Human Resource Manager.

The Acting Human Resource Manager
National Agricultural Research Institute
P O Box 4415, LAE 411
Morobe Province
Papua New Guinea

Attention: Acting Human Resource Manager:

Email applications are preferred via Email: naridgoffice@nari.gov.pg or for further enquires contact
Telephone (675) 478 0000 or (675) 7606 1118; Web: www.nari.gov.pg.

Applications close on the 05th of December 2025 at 5.00pm. Only Short listed applicants will be contacted.