

<b>Job Title:</b>	CAD Manager
<b>Ministry</b>	Ministry of Justice (Tango Tutara O Te Ture)
<b>Division:</b>	Land Administration
<b>Responsible To:</b>	Chief Surveyor
<b>Responsible For:</b>	None
<b>Job Purpose:</b>	<p>The role of the CAD Manager is to facilitate the management and administrative compliance of land cadastral matters within the Cook Islands legal framework and Ministry of Justice systems, polices, processes, and procedures. This is a technical role requiring specialized skills and knowledge in legislation, regulations, surveying and cadastral standards, legal and court processes, registry and records management, compliance, and information systems, while ensuring accuracy, timely reporting, and efficient and effective administration.</p> <p>The position supports the Ministry of Justice in delivering cadastral services and maintaining the integrity of land survey records, systems, and legal processes that directly impact the fabric of Cook Islands society. Survey services are integral in land court hearings and impact on government and business development and tribal lands.</p> <p>The position must work at a high level of competence in surveying, cadastral, legal and compliance principles and technical requirements to deliver the provision of Ministry cadastral related services to the public in an environment moving towards greater use of available technology.</p>
<b>Job Classification:</b>	Function: Technical and Service delivery Job band: F (Salary Range: \$22,352 - \$34,646) Jobwise Code: T3 – First Level Specialist
<b>Education/Experience</b>	The ideal candidate would have a bachelor's degree in surveying, engineering, draughting, graphical information systems, information systems or computer science, be a registered surveyor, and have 2-3 years of work experience in a surveying, engineering, draughting, graphical information systems, information systems, computer science, or a similar role.
<b>Application Deadline:</b>	Friday 7 <sup>th</sup> June 2019
<b>Link to Job Description:</b>	<a href="#">Click here to view Full Job Description</a>