

REVISED JOB DESCRIPTION	
Ministry:	Revenue & Customs
Division:	Border Control
Section:	Marine Patrol
Location:	Tongatapu
Position:	Principal Revenue Officer
Position Number:	MORC I -
Reports to:	Senior Assistant Deputy CEO
Band:	I
Salary:	\$34,342 - \$51,511
Important Note: <i>"This position is subject to rotation to similar roles within the same division and across other divisions of MORC, as directed by the Chief Executive Officer, providing dynamic career development opportunities"</i>	
Job Purpose	<p>Ministry Profile Statement: The Ministry of Revenue and Customs is mandated to set and implement tax policy to collect tax revenue, facilitate cross border trade and ensure security of our borders by combating illicit trade and travel.</p> <p>Job Purpose:</p> <ul style="list-style-type: none"> Support the SADCEO in managing the Maritime Patrol Unit to enhance border security by coordinating maritime patrol operations, detecting and preventing illicit activities and ensuring compliance with customs regulations to safeguard Tongan territorial waters and support legitimate maritime activities
Accountabilities / Outcomes	<ul style="list-style-type: none"> Coordinate the planning and execution of maritime patrols targeting drug trafficking within Tongan territorial waters Ensure compliance with established anti-drug smuggling protocols and operational procedures Assist in managing staff performance, including setting objectives, monitoring progress and providing feedback Oversee the allocation and management of resources, including vessels and equipment, to ensure effective patrol operations Collaborate with national and international agencies to share intelligence and identify illicit drug shipments Support investigations related to maritime drug trafficking cases, ensuring proper evidence collection and documentation for referral to the Legal Division Supervise the monitoring of domestic small craft movement to detect and prevent illegal activities Maintain and update the small craft registry database to support tracking and inspection activities Coordinate with domestic law enforcement agencies to enhance surveillance of high-risk coastal areas Facilitate joint maritime patrols with His Majesty's Armed Forces (HMAF) to strengthen maritime security and operational coordination Prepare and submit detailed post-patrol reports, highlighting operational achievements, challenges and recommendations for improvement Ensure accurate and timely documentation of patrol activities and outcomes

	<ul style="list-style-type: none"> • Assist in training personnel on operational protocols, interagency communication and compliance with maritime regulations • Promote the adoption of best practices and ensure team readiness for joint operations • Establish and maintain working relationships with international organizations (e.g., Interpol, Pacific Islands Forum) and national agencies (e.g., Polices, Fisheries) • Facilitate the secure and timely exchange of intelligence to support operations targeting transnational maritime crimes • Ensure adherence to national maritime regulations and Customs ordinances • Safeguard the confidentiality and security of sensitive intelligence shared with the Maritime Patrol unit
Person's Specification	
Skills and Abilities	<p><u>Mandatory:</u></p> <ul style="list-style-type: none"> • Effective leadership skills to motivate and guide team members in achieving operational objectives • Strong strategic thinking to identify risks and implement initiatives to enhance maritime security • Proficient project management skills, including planning, monitoring and reporting on operations • Ability to contribute to the development and refinement of policies and procedures for quality outcomes • Strong communication skills, including clear reporting, negotiation and relationship building • Thorough understanding of customs legislation, practices and international trends • Strong stakeholder management skills, particularly with national and international partners • High level of professionalism, ethical behavior and integrity
Minimum Requirement	<p><u>Mandatory:</u></p> <ul style="list-style-type: none"> • Master's Degree with at least 1 year experience in a similar role OR at least 3 years relevant working experience • Post Graduate Diploma with at least 2 years' experience in a similar role or at least 4 years relevant working experience • Bachelor's degree with at least 4 years' experience in a similar role or at least 6 years relevant working experience <p><u>Qualifications acceptable for this role must be in Management, Policy, Economics, Finance, Accounting, Business Studies, Professional Accounting, Auditing, Business Administration, Business, Finance, Information System, Mathematics, Commerce, Taxation, or Public Policy from a recognised educational institution.</u></p>
Authorised by (sign and date)	
CEO	<p>Name:</p> <p>Signature:</p>
Deputy CEO	<p>Name:</p>

	Signature:
Senior Assistant Deputy CEO	Name: VACANT Signature:
Employee	VACANT