



VACANCIES

Tonga Communications Corporation invites applications for the following position.

1) Technician Air Conditioning (AC)

This position will carry out the following duties

- Directly responsible to the HOS – Property and Transport via Senior Property Officer in carrying out install, repair and maintenance services on Company's Air Conditioning (AC)
- This includes installs, maintains and repairing cooling systems; ventilation. Also diagnose mechanical and electrical faults, test refrigerant levels, clean coils and filters, and replace broken parts to ensure operation is running safely and efficiently.
- Provide and maintain proper and secured records on Air Conditionings (AC)

Qualification

1. Diploma or Trade Certificate in Electrical Engineering Level 4;
2. Formal Apprenticeship from a recognize Institution with 5 years' working experience in related field
3. Trade Certificate in Air Condition
4. 5 – 10 years' work experience in Air Condition or related field
5. Driver's License
6. Able to use hand tools and test meters
7. Good problem – solving skills and physical fitness
8. Physical fitness; hard work; committed and loyal
9. Honest and punctual

Remuneration

The successful applicants will be on a 6 months probationary period at a starting salary of \$18,360 - \$28,080 per annum on Salary Grade M.

For Job Descriptions or further information if required please contact to Chief Administration Officer on 20043 or email: recruitment@tcc.to

Please send your CV with certified copies of the academic transcripts and references no later than 4.00pm, Friday 11th September, 2026 to:

2) CSR Retail Team Leader - Airport

This position will carry out the following duties

- Ensure high standards of customer service are consistently delivered
- Supervise and support daily retail operations
- Drive sales performance and revenue growth
- Maintaining and safe guarding company assets, including stock, cash and equipment
- Ensure accurate reporting and system management
- Lead, train and develop CSR Team

Qualification

1. Tertiary Certificate
2. Trade Certificate with 5 years of working experiences
3. At least 2 – 3 years' experience in retail, sales or customer service with strong knowledge of customer care standards
4. Previous experience leading or supervising a team in a retail or service environment
5. Hands – on experience with cash handling, reconciliations, POS systems and stock/inventory management
6. Familiarity with company policies, SOPs and accurate preparation of sales, service and reconciliation of reports

Remuneration

The successful applicants will be on a 6 months probationary period at a starting salary of \$12,960 - \$18,360 per annum on Salary Grade O.

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3) Assistant Web Design/Graphic Designer

This position will carry out the following duties:

- Assist the lead graphic designer complete all tasks on a timely manner such as print, online and electronic media projects directed from HOS or CMO
- Utilize graphic design skills to prepare marketing materials, create print layouts, provide creative input to Lead Graphic designer through developing and design promotional tools

Qualification

1. Certificate in computer aided graphic designing is necessary, with knowledge of photocopy and similar application or field
2. Minimum of 2-3 years' experience in design & strong portfolio of illustration or other graphics
3. Excellent communication skill both in English and Tongan
4. Must be able to take direction, to work with minimal supervision and to function cooperatively as part of a team
5. Reliable, Honest, Responsible, Punctual, Efficient and Dedicated
6. Ability to multitask when needed

Remuneration

The successful applicants will be on a 6 months probationary period at a starting salary of \$10,800 - \$16,200 per annum on Salary Grade Q.

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4) Daily Driver (Tongatapu)

- Delivering Board Paper
- Administration role

Qualification

1. Pass Form 5 Certificate
2. 1 – 2 years' work experience
3. Excellent communication both Tonga and English

Remuneration

The successful applicants will be on a 6 months probationary period at a starting salary of \$8,640 - \$12,960 per annum on Salary Grade S.

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5) Daily Caretaker (Tongatapu)

This position will carry out the following duties

- Ensure clean and tidy of the work station

Qualification

4. Pass Form 5 Certificate

5. 1 – 2 years' work experience
6. Excellent communication both Tonga and English

Remuneration

The successful applicants will be on a 6 months probationary period at a starting salary of \$8,640 - \$12,960 per annum on Salary Grade S.

For Job Descriptions or further information if required please contact to Chief Administration Officer on 20043 or email: recruitment@tcc.to

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