

# PRESS RELEASE

Tel: (284)468-2730

Official Government Website:

<https://gov.vg>

## Chairman, Procurement Appeals Board

Release Date: 14 January, 2025

**The Government of the Virgin Islands**  
is seeking a qualified person to fill the following position

### **CHAIRMAN** **PROCUREMENT APPEALS BOARD**



For detailed information, visit [www.bvi.gov.vg](http://www.bvi.gov.vg). All applicants should submit a completed cover letter, curriculum vitae, two written references and certified copies of qualifications by **Friday, 24<sup>th</sup> January, 2025**.

**Address to:**

Mr. Jeremiah Frett  
Financial Secretary  
Ministry of Finance  
Government of the Virgin Islands  
Road Town, Tortola  
British Virgin Islands

**Send by email to:** [mof@gov.vg](mailto:mof@gov.vg)

The Ministry of Finance invites applications for the position of Chairman of the Procurement Appeals Board, as established under the Public Procurement Act, 2021. This is a prestigious leadership role responsible for overseeing the activities

of the Procurement Appeals Board and ensuring high standards of governance.

## **Section 27 of the Public Procurement Act, 2021**

There is established by this Act, for the purposes of hearing and determining an application for review under sections 30 and 31, a Procurement Appeals Board.

2. The Appeals Board shall comprise three persons, appointed by the Minister, one of whom shall be an Attorney-at-Law who is practising or has practised for a period of not less than ten years, and who shall be the Chairperson.

3. A member of the Appeals Board shall be appointed on such terms and conditions as may be prescribed and the Board shall operate in accordance with such rules of procedure as may be prescribed.

### **Key Responsibilities:**

Key responsibilities of the Public Procurement Appeals Board

Provide strategic leadership and guidance to the Board.

- Oversee and chair meetings, ensuring accountability among Board members.
- Ensure proper governance, procedures, and policies are in place for effective Board operation.
- Facilitate changes within the Board and manage conflicts to create an optimal working environment.
- Hear and determine applications for review under sections 30 and 31 of the Public Procurement Act, 2021

### **Minimum Qualifications and Experience:**

Bachelor of Laws Degree.

- Legal Education Certificate.
  - At least 10 years of experience as a practising Attorney-at-Law
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# Gallery

 GOVERNMENT OF THE  
VIRGIN ISLANDS

**The Government of the Virgin Islands**  
is seeking a qualified person to fill the following position

**CHAIRMAN**  
**PROCUREMENT APPEALS BOARD**

For detailed information, visit [www.bvi.gov.vg](http://www.bvi.gov.vg). All applicants should submit a completed cover letter, curriculum vitae, two written references and certified copies of qualifications by **Friday, 24<sup>th</sup> January, 2025**.

**Address to:**  
Mr. Jeremiah Flett  
Financial Secretary  
Ministry of Finance  
Government of the Virgin Islands  
Road Town, Tortola  
British Virgin Islands

Send by email to: [mof@gov.vg](mailto:mof@gov.vg)

**For more information call: (284) 468-4245**  
**CLOSING DATE: Friday, 24<sup>th</sup> January, 2025**

 GOVERNMENT OF THE  
VIRGIN ISLANDS

**VACANCY NOTICE**  
PUBLIC PROCUREMENT APPEALS BOARD

**Chairman, Procurement Appeals Board**

The Ministry of Finance invites applications for the position of Chairman of the Procurement Appeals Board, as established under section 30 of the Public Procurement Act, 2021. This is a part-time position, which is responsible for overseeing the activities of the Procurement Appeals Board and ensuring high standards of governance.

**Section 27 of the Public Procurement Act, 2021:**

1. There is established by this Act, for the purpose of hearing appeals and determining an application, or review under sections 30 and 31, a Procurement Appeals Board.
2. The Appeals Board shall comprise three persons, appointed by the Minister, of whom at least one shall be an Attorney or Law who is practising or has practised for a period of not less than ten years, and who shall be the Chairperson.
3. A member of the Appeals Board shall be appointed in accordance with such conditions as may be prescribed and the Board shall operate in accordance with such rules as may be prescribed.

**Key Responsibilities:**  
Key responsibilities of the Public Procurement Appeals Board:

- Provide strategic leadership and guidance to the Board.
- Oversee and chair meetings, ensuring accountability among Board members.
- Ensure proper governance, procedures, and policies are in place for overseeing the activities of the Procurement Appeals Board and ensuring high standards of governance.
- Facilitate changes within the Board to ensure that the Board operate in an optimal working environment.
- Hear and determine applications for review under sections 30 and 31 of the Public Procurement Act, 2021.

**Minimum Qualifications and Experience:**

- Bachelor of Laws Degree.
- Legal Education Certificate.
- At least 10 years of experience as a practising Attorney or Law.

**Desired Skills and Abilities:**

- Strong oral and written communication skills.
- Knowledge of government frameworks and legal frameworks.
- Proven leadership and conflict resolution abilities.
- Experience chairing meetings and providing governance oversight.

**Remuneration:**  
Stipend-based remuneration.

**Documents to be Submitted with Application:**

Interested candidates are invited to submit:

- A cover letter
- Curriculum vitae
- Two written references
- Certified copies of qualifications

**Applications should be addressed to:**  
Mr. Jeremiah Flett  
Financial Secretary  
Ministry of Finance  
Government of the Virgin Islands  
Road Town, Tortola  
British Virgin Islands

**Notes:**  
Applicants may also be informed of other methods up to and including 24<sup>th</sup> January, 2025. Only shortlisted candidates will be contacted for an interview.

**Applicants must reside in the British Virgin Islands.**

## Additional Documents or Media

- [vacancy notice procurement appeals board chairman - 24jan25.pdf](#)

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