



NATIONAL PARLIAMENT OF SOLOMON ISLANDS
P O Box G 19
Honiara
Telephone: 23463 and Fax: 24272

Applications are invited from suitably qualified and experienced persons for the following vacant positions in the National Parliament of Solomon Islands. Men and women from all provinces are encouraged to apply.

Post #s	Post Title	Level	Required Qualifications and Experiences
279-00243	Director Research (Readvertised)	L12/13	Bachelors Degree in Law, or Public Policy or Finance and Economics with 5 or more years of work experience involving research, has produced research paper(s) and possess the ability to do information analysis and report writing, and has the ability to lead and manage a team.
279-00016	Committee Secretary (Readvertised)	L10/11	Bachelor Degree in Law, and relevant discipline such as economic, accounting, commerce, political Science or a Social Science with minimum 5 years work experience.
279-00249	Chief Accountant	L10/11	Bachelors Degree in Accounting and /or Public Administration & Management with 5 or more years of work experience in Finance or Accounting.
279-00014	House Keeping supervisor	L3/4	Form 6 education certificate or certificate in a recognized Hospitality Training Institutions with 2 - 5 years work experience

Important notes for interested candidates:

Closing date for Applications: Monday 11 July 2016

RS Form 6 and the RS Form 2 *Job Description* for each position are available and can be obtained from the National Parliament at Vavaya Ridge and related information is accessible via the Parliament website: www.parliament.gov.sb

Documents Required

1. RS Form 6 – Application for Employment- Solomon Islands Public Service, Cover Sheet.
2. Letter of Application.
3. Curriculum Vitae (CV).
4. Certified copies of your qualifications.

You will need to post or hand deliver the **certified copies** of your qualifications, as these cannot be sent by email. Do **NOT** send originals.

Please Note: *All documents submitted as part of the application will remain the property of the Solomon Islands Government and will not be returned to applicants.*

Medical Report and Police Clearance

You do **NOT** have to provide copies of medical Report and Police Clearance when you apply, but if you are shortlisted, this will be discussed with you.

Queries:

Any question or query about the application and its requirements or responsibilities and duties, Please contact telephone: 28520/21751 or Fax: 24272 or Email: ian.rakafia@parliament.gov.sb or margaret.ruqebatu@parliament.gov.sb, Joycelyn.kilua@parliament.gov.sb

Send your application addressed to:

**The Clerk to Parliament
National Parliament of Solomon Islands
PO Box G 19
Honiara**