



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 at the National Parliament of Solomon Islands. Men and women from all provinces are encouraged to apply.

Vacancy No	Post Numbers	Post Title and Level	Required Qualifications and Experiences
2/2018	279-00243	Director Research, Level 12/13	Bachelor's Degree in Law, or Public Policy or Finance and Economics with 5 or more years of work experience involving research, information analysis and report writing. Desirable Qualifications Master's Degree in Law, or Public Policy or Finance and Economics
2/2018	279-00028	Principal Hansard Reporter, Level 8/9	Relevant Certificate diploma or Degree in literature, English, communication or related field 2 years experiences in teaching or applying any of the fields specified above, recent graduates are encourage to apply.
2/2018	279-00067	Office Cleaner, Level 2/3	At least has form 6 certificate and relevant experience with household cleaning works is required.

Important notes for interested candidates:

Closing date for Applications: 13th July 2018

RS Form 6 and the RS Form 2 *Job Description* for each position are available and can be obtained from the National Parliament Office 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: david.kusilifu@parliament.gov.sb or joycelyn.kilua@parliament.gov.sb or alice.tusipua@parliament.gov.sb

Send your application addressed to:

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