



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
279-00250	Principal Handsard Reporter	L8/9	Degree in English & literature or Degree in journalism or > 3 years of work experience
279-00031	Principal Handsard Reporter	L8/9	Degree in English & literature or Degree in journalism or > 3 years of work experience
279-00241	Principal Accountant (Logistics)	L8/9	Degree/Diploma in Accounting or >3 years of work experience
279-00012	Clerical Officer	L4/5	Certificate in Secretarial Studies or >3 years of work experience

Important notes for interested candidates:

Closing date for Applications: Friday 16th September 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 alice.tusipua@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