



Career Opportunity

Title	HR 88/2021 – Senior Administration Officer
Department	Student Academic Service
Reports to	Pro Vice Chancellor Academic through Head of Department/School and Dean of Faculty
Location/Campus	Kukum Campus

Minimum Qualification and Experience Requirements:

To be considered for this position, applicants must have:

A Masters or Bachelor degree in a field of study which emphasizes quantitative analysis and logical thinking with a minimum of 6 years of work experience at an officer level or above in an academic setting, or a minimum of 3 years of work experience.

Desirable Attributes:

Preference will be given to applicants with:

Work experiences and a demonstrated experience in dealing with sociocultural and political diversities.

Detailed job descriptions, entry requirements, terms and conditions of employment, and application processes, can be obtained from the Human Resources Department email: sinu.recruitment@sinu.edu.sb or visit the SINU website: <https://www.sinu.edu.sb/hrd/job/>

Closing Date: July 2nd 2021 at 4.30pm. Late or incomplete applications will not be considered. Only shortlisted applicants will be contacted.

Applications can be emailed to recruitment@sinu.edu.sb or hand delivered to the HR Department at Kukum Campus addressed to:

**Director of Human Resources
Human Resources Department
Solomon Islands National University
P.O Box R113
Honiara**