



Career Opportunity

Title	HR 336/2021— Assistant Fixed Assets Management Officer
Department	Finance Department
Location/Campus	Kukum Campus

Minimum Qualification and Experience Requirements:

To be qualified for this position, applicants must have:

A Bachelor / Diploma in Commerce in Accounting plus 3+ years of relevant experiences in similar job.

Experience

Essential:

Minimum of 3 years working experience in Fixed Asset Management Officer.

Have good command of both oral and written communication skills

Have good office organizational management and administrative skills

Detailed job descriptions, entry requirements, terms and conditions of employment, and application processes, can be obtained from the SINU website: <https://www.sinu.edu.sb/hrd/job/>

OR Human Resource Department email: sinu.recruitment@sinu.edu.sb

Closing Date: January 6th 2022 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**