



Career Opportunity

Title	HR 113/2022 — Western Province Study Centre Coordinator
Division/ Department	Centre for Distance Flexible Learning
Location/Campus	Panatina

Minimum Qualification and Experience Requirements:

To be qualified for this position, applicants must have:

A Bachelor's Degree in Education.

Essential:

- The position requires a person with extensive experience in distance education, student support services and systems in online and blended delivery and very good knowledge of Online Learning Management Systems
- Understanding of, and experience in learner support system
- Management of a school system

Desirable:

- Be on time for work
- Efficiency;
- Honest and reliable;
- Can work after hours and during weekends when required;
- Strong PC skills and expertise in MS Office applications.

Please see job description for more information.

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: November 9th 2022 at 4.30pm. Late or incomplete applications will not be considered. Only shortlisted applicants will be contacted.

Applications can be emailed to sinu.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**