



Career Opportunity

Title	HR 71/2023 – Logistics Officer
Department	Business Investment and Commercial Services (BICS)
Reports to	Manager BICS (Project Manager)
Location/Campus	Kukum and Panatina Campus

The Logistics Officer will play a pivotal role in ensuring the efficient and timely delivery of catering services for the event. This position requires strong organizational skills, effective communication, and the ability to manage logistics in a fast-paced environment.

Minimum Qualification and Experience Requirements:

To be considered for this position:

The ideal candidates will possess a diploma in business or other related discipline with a minimum of 2 years' experience.

Essential to the position:

- Demonstrated experience in problem-solving roles, preferably in logistics, supply chain management, or related fields.
- Prior experience in managing and developing a team.
- Ability to remain composed under pressure and make effective decisions in time-sensitive and dynamic environments.
- Have a high level of communication skill both and writing and oral.
- Has a valid Driver's license.
- Be prepared to participate in all ongoing in-service training and refresher training activities.
- Experience in catering, event management, or a related industry is advantageous. **Please refer to the job description for more information.**

Terms and Conditions

The position is for one month contract under part time employment contract. Remunerations and benefits will be according to SINU part time Salary level under the support service stream.

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: 6th October 2023 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**