



Career Opportunity

Title	HR 09/2024 — Library Attendant (Grade 3)
Department	Information and Communications Technology (ICT)
Reports to	University Librarian
Location/Campus	Honiara, Kukum Campus

The successful applicant will have to monitor and attend the daily house cleaning, book shelving, and minor book repairing. Conduct any other professional duties as delegated by the supervising officer(s).

Minimum Qualification and Experience Requirements:

To be considered for this position, applicants must have:
Educational/Professional Qualifications

Form 6 and at least three (3) years experience of the following:

Experience in professional housekeeping or library experience in a similar position or both.
OR a combination of commercial experience of at least 5-8 years at the commensurate level.

Willingness to acquire higher educational qualification in Library and Information Systems after one year of service.

Desirable:

Preference will be given to applicants with:
Strong physical strength to lift heavy books inside the library.
Standard height is considered to reach the upper level of the bookshelves.
Please refer to the job description for more information.

Terms and Conditions

This is a full-time position with a contract term of five years, renewable based on performance and mutual agreement.

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: 22nd February 2024 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 Daniel.Uiga@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**