



# Career Opportunity

<b>Title</b>	<b>HR 38/2024 – Senior Marketing and Promotions Officer</b>
<b>Department</b>	Marketing and Public Relations
<b>Reports to</b>	Pro Vice-Chancellor Corporate
<b>Location/Campus</b>	Honiara, Kukum Campus

## Summary of Duties

*The key responsibility of the Senior Marketing and Promotions Officer is to administer and coordinate the marketing and promotion activities of the University. Reporting to the Pro Vice Chancellor Corporate, the Senior Marketing and Promotion Officer provides marketing and communication direction, support for marketing and liaison on projects, publications, and events of the SI National University. The Senior Marketing and Promotion Officer will work with the relevant departments within the University in the development and the implementation of the University Marketing and Promotion Plans and Strategies.*

## Minimum Qualification and Experience Requirements:

To be considered for this position, applicants must have:

A Relevant Master Degree or High Quality Post Graduate Diploma with two years industrial experience or Relevant Bachelor Degree with four years industrial experience.

## **Essential to the position**

- Excellent oral and written Communication skills
- Excellent negotiation and interpersonal skills
- Relevant experience in marketing and public relation industry
- Project coordination skills
- Analytical skills
- Advance Computer Skills and well versed with all the Microsoft tools
- Ability to work under pressure and meet deadlines

**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](mailto:sinu.recruitment@sinu.edu.sb)

**Closing Date: 25th April 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](mailto:sinu.recruitment@sinu.edu.sb) or [Daniel.Uiga@sinu.edu.sb](mailto: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**