



JD FORM 2 - JOB DESCRIPTION

SECTION A – POSITION DETAILS

ORGANIZATION/INSTITUTION/OFFICE: SOLOMON ISLANDS NATIONAL UNIVERSITY

FACULTY/DEPARTMENT: FACULTY OF BUSINESS AND TOURISM STUDIES (FBTS)

DUTY STATION: HONIARA

POSITION NUMBER (HRMIS): XXXXXX **UNIVERSITY VACANCY REF:** HR 07/2026

POSITION TITLE: ASSISTANT PROFESSOR IN ACCOUNTING

POSITION LEVEL: BAND 6 **SALARY RANGE:** \$234,681.49 - \$286,459.42

THIS POSITION REPORTS TO: Dean of Faculty, Head of Department (HOD), and Head of School (HOS)

THIS POSITION SUPERVISES:

EMPLOYMENT TYPE: CONTRACT

THIS POSITION IS OFFERED ON A **FIXED-TERM CONTRACT OF FIVE (5) YEARS**, SUBJECT TO PERFORMANCE REVIEW AND RENEWAL IN ACCORDANCE WITH UNIVERSITY POLICIES.

SECTION B-LIAISONS

INTERNAL: HEAD OF DEPARTMENT, SENIOR LECTURER, DEPARTMENTAL ADMINISTRATIVE OFFICER, FACULTY OFFICE STAFF

EXTERNAL:

SECTION C - SCOPE OF DUTIES

The successful applicant will teach various courses in accounting at the undergraduate and postgraduate levels, conduct research in areas of their professional academic interest, supervise students' research projects at all levels, and carry out any other duties as delegated by the supervising officer(s).

SECTION D- KEY DUTIES AND RESPONSIBILITIES

Teaching and learning

- Deliver undergraduate and postgraduate courses in accounting and related subjects
- Develop and update course materials, syllabi, and instructional resources.
- Supervise student projects, dissertations, and research work.
- Promote active learning and student engagement.

Research, Publications and Consultancy

- Conduct original research in accounting and related fields.
- Contribute to the advancement of knowledge in accounting.
- Seek research funding and grants to support scholarly activities.

Curriculum Development

- Assist in designing and reviewing academic programs and courses.
- Incorporate current trends and innovations in accounting education.

Student Support and Mentoring

- Provide academic advising and career guidance to students.
- Support students' academic and personal development.

SECTION E - KEY DELIVERABLES

- Develop new courses or modules aligned with academic and industry needs.
- Contribute to curriculum design and program development
- Guide students academically and professionally.
- Supervise internships and practical training.
- Stay updated with advancements in accounting theory and practice
- Participate in departmental, faculty, and university committees.

SECTION F – QUALIFICATIONS AND CAPABILITIES

Minimum Qualifications:

- A doctorate-level qualification in accounting from a recognised university
- Member of a recognised professional accounting body as an advantage.
- At least 3 publications in credible academic outlets.

- Where the applicant is a member of a professional accounting body, they will be required to pursue such studies

Experience:

- At least 5 years of formal tertiary teaching and research/experience or a combination of education and commercial experience of at least 5 years at the commensurate level
- Work and/or teaching experiences in developing countries, and demonstrated experience in dealing with socio-cultural and political diversities.

SECTION G- KEY SELECTION CRITERIA(KSC)

Suitability for this position will be assessed against the following key selection criteria;

KSC 1: Demonstrated teaching competence at undergraduate and/or postgraduate levels.

KSC 2: Ability to design and deliver engaging courses.

KSC 3: Experience in Leadership in research, teaching, or community engagement.

KSC 4: Demonstrated awareness and commitment to fostering an inclusive learning environment.

KSC 5: Adaptability to changing educational and technological environments.

KSC 6: Demonstrate Innovation in teaching methods and curriculum development.

SECTION H - TERMS AND CONDITIONS

Fortnightly Salary Range:	\$9,026.21-\$11,017.67
Annual Salary Range:	\$ 234,681.49 - \$286,459.42
Annual Leave Entitlement:	20 working days
Annual Gratuity:	15% of annual basic salary (paid biannually)
HHousing:	15% housing allowance of basic salary or rental entitlements under the university housing policy.
Other Terms and Conditions of Service relevant to this position:	As per the Contract and HR Policy

SECTION H - APPROVAL (*Business use only*)

This Job Description is approved on the basis that I believe it accurately reflects the requirements of the position and will assist SINU to achieve its Strategic objectives:

Director Human Resource:

Date Approved:

Additional Comments:

This Job Description outlines role clarity and accountability and will be regularly reviewed to stay aligned with the university and TAFE's evolving needs and sector trends.