

Career Opportunity

Title	HR 39/2026 — Semi-skilled Carpenter (2 Positions)
Faculty/Department	Properties, Facilities and Projects Department (PFPD).
Reports to	Supervisor
Location/Campus	Kukum Campus

Summary of Duties

The Semi-skilled Carpenter supports the Supervisor in carrying out carpentry construction, installation, maintenance and repair works across SINU facilities. The position performs practical carpentry tasks while ensuring work is completed safely, efficiently and to required quality standards.

Key Responsibilities

The successful applicant will be responsible for:

- Assisting with the construction, installation, maintenance and repair of wooden structures and fixtures.
- Measuring, cutting and shaping timber, plastic and other materials.
- Installing and repairing windows, frames, flooring, doors, trims and other fixtures.
- Following drawings, measurements, specifications and technical instructions.
- Inspecting and replacing damaged frameworks and fixtures.
- Using and maintaining carpentry hand tools, power tools and equipment safely.
- Supporting timely completion of assigned carpentry maintenance and construction works.
- Maintaining a clean, organized and safe work area.
- Reporting job progress, faults, material requirements and other issues to the Supervisor.
- Complying with SINU policies, OHIS requirements and workplace safety procedures.
- Working cooperatively with supervisors, trades staff and other team members.

Qualifications & Experience

Applicants should possess:

- A **Certificate in Carpentry and Allied Trades** from a recognised institution.
- **2–4 years' relevant carpentry experience.**
- Practical knowledge of carpentry tools, materials and techniques.
- Ability to read and follow basic drawings, measurements and specifications.
- Good written and verbal communication skills.
- Basic problem-solving and attention to detail.
- Ability to work independently and as part of a team.
- Good physical fitness and ability to perform manual work.
- Strong commitment to workplace safety.
- Reliability, punctuality and a strong work ethic.

Key Selection Criteria (KSC)

Applicants should demonstrate:

- Practical experience in carpentry construction, installation, maintenance and repair.
- Ability to understand and follow drawings, measurements and technical instructions.
- Competence in safely operating and maintaining carpentry hand and power tools.
- Strong understanding of workplace health and safety and commitment to quality workmanship.
- Good teamwork and communication skills.
- Ability to perform physically demanding tasks in varied working environments.
- Reliability, punctuality, professionalism and willingness to follow instructions.

Remuneration and Benefits

- Annual Salary: \$30,294.95-\$41,195.57
- Annual Leave Entitlement: 20 Working days
- Annual Gratuity: 15% of Annual Basic Salary
- Housing : 15% housing allowance of basic salary or rental entitlements under the University Policy.
- Other Terms and Conditions of Service relevant to this position: As per Contract and SINU Policy.

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 Contact Safina Roger-

Safina.Roger@sinu.edu.sb

SINU is an equal opportunity employer. We welcome all qualified applicants, especially Solomon Islanders.

Closing Date: 4th September 2026 at 4.30pm. Late or incomplete applications will not be considered. Only shortlisted applicants will be contacted. Applications can be emailed to Safina Roger- Safina.Roger@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