



ADVERTISEMENT

MINISTRY DETAILS

MINISTRY/AGENCY/OFFICE: **Ministry of National Planning and Development Coordination** DIVISIONS : **Programme Quality
Corporate Services**

POSTAL ADDRESS: **P.O. Box G30, Honiara, Solomon Islands**

PHONE NUMBER: **38255/38256**

FAX NUMBER: **30490**

Applications are invited from suitably qualified and experienced persons for the following vacant positions in the **Ministry of National Planning and Development Coordination**. Men and Women from all Provinces are encouraged to apply.

Vacancy Ref No:	Position No:	Position Title	Level	Location	Required Qualifications
MNPDC 07/2021	Contracted	Director - Programme Quality Division	L12	Honiara	A bachelor's degree in Economics, Development studies, or other relevant qualifications relevant to M&E.
MNPDC 08/2021	Contracted	Communications Officer	L12	Honiara	A bachelor's degree in Communications, media Studies, Journalism or related field.

Important note for interested candidates

Closing date for Applications: COB: **Monday 17th January, 2022**

A copy of the Application for Employment Cover Sheet Forms (RS Form 6), Job Description (RS Form 2) and Information Packs for the position are available and can be obtained from the Ministry of National Planning & Development Coordination Office, top floor, (Former Ministry of Finance Building)

Note: *These 2 positions are funded under the UNDP Governance for Resilient Development in the Pacific, and will be on 2 years contract basis.*

Required Documents

1. RS Form 6 – Application for Employment Solomon Islands Government Cover Sheet

You will need to post or hand deliver the **certified copies** of your qualifications, as these cannot be send by email. Do **NOT** send originals.

Please note: All documents submitted as part of the application will remain the property of the Solomon Islands Government and will not be

Queries

For all queries about the application process or the position please contact:

Gladys Asitewa or Eddie Kwanairara
Phone: 38255/38256 ext 210/216
Fax:30490
Email: GAsitewa@mnpdc.gov.sb or
EKwanairara@mnpdc.gov.sb

Send your applications addressed to:
Permanent Secretary
Ministry of National Planning

<p>2. Letter of Application (Addressing the Selection Criteria in the JD)</p> <p>3. Curriculum Vitae (CV)</p> <p>4. Certified copies of your qualifications and transcripts</p>	<p>returned to applicants</p> <p><u>Medical Report and Police Clearance:</u> You do NOT have to provide copies of medical report or police clearance when you apply, but if you are recommended this will be discussed with you.</p> <p><i>NB Only Shortlisted candidates will be contacted</i></p>	<p><i>P. O. Box G. 30, Honiara</i></p>
---	--	--