



Ministry of Women, Youth, Children and Family Affairs
P.O BOX G39, Honiara

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RS FORM 5: ADVERTISEMENT

MINISTRY DETAILS

MINISTRY/AGENCY/OFFICE: **Ministry of Women Youth Children and Family Affairs**

DIVISION: **Corporate Service/HQ**

POSTAL ADDRESS: **P O Box G26, HONIARA**

PHONE NUMBER: **(677) 23544**

FAX NUMBER: **(677) 23543**

Expression of Interest (EOI) are invited from suitably qualified and experienced persons for the following vacant positions in the **Ministry of Women Youth Children and Family Affairs** Men and women from all provinces are encouraged to apply.

Vacancy Ref No:	Position No:	Position Title	Level	Location	Required Qualifications
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MWYCFA	Contract	Local Consultant- Review and Development of Cooperate Plan	Equivalent Senior Management numeration Public Service	Honiara	<ul style="list-style-type: none"> ➤ We are looking for a competitive and highly qualified and experienced personal with the following attributes: ➤ Sound knowledge of organizational development and or Human resources and Administration in a government organisations. ➤ A minimum of two years of Senior Management Experience and at least two years of experience in development process and programme design. ➤ Extensive experience in Policy development and implementation ➤ Excellent communication, interpersonal and liaison skills ➤ A Master’s Degree in any related field ➤
Important note for interested candidates			Closing date for Applications: 05th. August 2019		
<p>A copy of the Application for Employment Cover Sheet Forms (RS Form 6), Job Description (RS Form 2) and Information Packs for each position are available and can be obtained from the Ministry of Women Youth Children and Family Affairs at City Centre Building, Point Cruz, 3rd. Floor</p> <p><u>Documents Required</u></p> <ol style="list-style-type: none"> 1. RS Form 6 – Application for Employment Solomon Islands Government Cover Sheet 2. Letter of Application 3. Curriculum Vitae (CV) 4. Certified copies of your qualifications 		<p>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.</p> <p>Please note: All documents submitted as part of the application will remain the property of the Solomon Islands Government and will not be returned to applicants</p> <p><u>Medical Report and Police Clearance</u></p> <p>You do NOT have to provide copies of medical report or policy clearance when you</p>	<p><u>Queries</u></p> <p>For all queries about the application process or the position/s please contact:</p> <p>Phone: 23544 Fax: 23543</p> <p>Email: aaron.pitaqae@mwycfa.gov.sb</p> <p>Email: EAife@mwycfa.gov.sb</p> <p>Send your applications addressed to:</p> <p>Permanent Secretary</p> <p>Ministry of Women Youth Children and Family Affairs</p> <p>P O Box G26</p> <p>HONIARA</p>		

	apply, but if you are shortlisted this will be discussed with you.	
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