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

Telephone: 677 23544  
Fax: 677 23543  
Email: EAifo@mwycfo.gov.sb

RS FORM 5: ADVERTISEMENT

MINISTRY DETAILS

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

DIVISION: Women Development Division & Family Affairs Development Division

POSTAL ADDRESS: P O Box G26, HONIARA

PHONE NUMBER: (677) 23544  
FAX NUMBER: (677) 23543

Applications 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.

<table>
<thead>
<tr>
<th>Vacancy Ref No:</th>
<th>Position No:</th>
<th>Position Title</th>
<th>Level</th>
<th>Location</th>
<th>Required Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>MWYCFWDD/05/19</td>
<td>297-00053</td>
<td>SAFNET Coordinator</td>
<td>10/11</td>
<td>Honiara</td>
<td>Degree in Social Work, Community Development, Public Health or other relevant field of study with considerable knowledge in</td>
</tr>
</tbody>
</table>
### Important note for interested candidates

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.

### Documents Required

- RS Form 6 – Application for Employment Solomon Islands Government Cover Sheet
- Letter of Application
- Curriculum Vitae (CV)
- Certified copies of your qualifications

### Closing date for Applications:

**COB of the 13th May 2019**

You will need to post or hand deliver the **certified copies** of your qualifications, as these cannot be sent 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 returned to applicants.

**Medical Report and Police Clearance**

You do NOT have to provide copies of medical report or police clearance when you apply, but if you are shortlisted this will be discussed with you.

### Queries

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

**Name:** Human Resource Manager

**Phone:** 23544        **Fax:** 23543

**Email:** EA/hr@mwycfa.gov.sb

Send your applications addressed to:

**Permanent Secretary**

**Ministry of Women Youth Children and Family Affairs**

P O Box G26

HONIARA