



St Helena
Government

PUBLIC NOTICE

VACANCY Customs Officer (Fixed term contract until 31 December 2020)

Are you a highly motivated individual and willing to accept a challenge? A vacancy has arisen for the exciting and varied role of Customs Officer - helping to protect the borders of St Helena and assisting with raising important revenue for the island.

The post-holder must have the following qualifications and experience

- **GCSE Maths, English and ICT at Grade C or above** (applicants without a Level 2 qualification in Maths and English may still apply and can undertake a Functional Skills assessment as part of the recruitment process);
- **Class A Drivers Licence;**
- **Cash Handling Experience.**

Prospective candidates should have good customer service skills and a keen willingness to learn.

Please note that the successful applicant will need to be available for an immediate start.

Fixed term contract until 31 December 2020

Salary for the post is at Grade Level C, £8,613 per annum

For **further information** about the duties of the post and a copy of the job profile, interested persons should contact Juliette O'Dean, Acting Head of Customs on telephone number 22287 or email: juliette.odean@sainthelena.gov.sh

Application forms are available from **Corporate Human Resources** or **the SHG website at: www.sainthelena.gov.sh/vacancies** and should

be submitted through Directors, where applicable, to Dianne Venning, Human Resources Officer, The Castle or e-mail recruitment@sainthelena.gov.sh by no later than

4pm on Tuesday, 6 October 2020

SHG positively accepts applications from all members of the community regardless of race, gender, disability, age, sexual orientation, religion or belief, and will consider all applications on the basis of merit, in accordance with the person specification. All disabled applicants meeting the minimum criteria listed in the job profile will be guaranteed an interview. All appointments are subject to the successful candidate providing satisfactory clearances, including a medical check and vetting/DBS clearance. SHG reserves the right to have information provided on the application form independently verified.