

Join us!

We are recruiting...



St Helena
Government

Joint Emergency Services Control Centre (JESCC) Operator (£10,218 per annum)

Do you want to make a difference to your community and be of service when it is needed the most? The St Helena JESCC is looking to recruit a highly motivated and enthusiastic individual to form part of their small, but busy team. This role will require you to have excellent communication skills with the ability to deal with vulnerable and distressed members of the public.

Enquiries: Mrs Christine Connor on 22626

Closing date: 7 July 2023

Human Resources Assistant (£6,722 per annum)

We are looking for a highly motivated individual to undertake a range of HR transactional processes and deliver a high quality HR service. Key areas include recruitment and selection, leavers, contractual changes and employment related policies and procedures. A great opportunity to start your career in HR!

Enquiries: Sharina Williams on 22470

Closing date: 11 July 2023

Trainee Immigration Officer (£9,197 per annum)

Are you interested in reducing the threat to and protecting the Borders of St Helena? Do you have excellent customer service and interpersonal skills with the ability to communicate effectively and professionally with a wide range of audiences? If so, there is an opportunity for you to be part of a small team providing a range of essential Immigration services including, but not limited to Border Security, Immigration Casework, Investigating Immigration offences and maintaining statistical data.

Enquiries: Emerald Newman-Yon on 22236

Closing date: 11 July 2023

Benefits

Leave – 25/30 days leave per annum, according to grade, plus public holidays

Pension – 15% pension contribution by SHG into approved defined contribution pension scheme

Training and Development

Paid sickness absence

How to apply

To access job profiles and application forms online, visit www.sainthelena.gov.sh/government/vacancies Alternatively, these are available in paper format from Central Human Resources and Organisational Development at The Castle, Jamestown.

For further information, please contact the recruitment team on telephone number **22470** or via the email address below.

Applications should be submitted to the Human Resources Officer by email recruitment@sainthelena.gov.sh or paper copies delivered to the Human Resources Officer by the closing date.

To be considered for our vacancies, you must complete our application form. Please do not submit your CV.

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**St Helena
Government**

Press/Media Officer (£14,138 per annum)

This is a great opportunity for an experienced Press/Media Officer to play a key role in how the public, employees and investors perceive the Public Service and will be the organisation's main media contact, representing the Public Service to local and international print, broadcast and online media both proactively and reactively.

This includes responding to enquiries from journalists, writing press releases and other news features, arranging for spokespersons to speak to the press and monitoring media coverage.

Enquiries: Alasdair Bain on 22368
Closing date: 11 July 2023

Conservation Workers (Fixed Term up to 31 March 2024) (£6,722 per annum)

If you have a passion for the island's conservation, this role works in support of our programme of management, protection and development of the island's endemic plants and naturally occurring habitats.

Enquiries: Vanessa Thomas-Williams on 24724
Closing date: 11 July 2023

Benefits

Leave – 25/30 days leave per annum, according to grade, plus public holidays

Pension – 15% pension contribution by SHG into approved defined contribution pension scheme

Training and Development

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How to apply

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