

Join us!

We are recruiting...



St Helena
Government

Harbour Master & Port Manager (Designate) (£15,033 per annum)

The post of Harbour Master & Port Manager is a combined role of Harbour Master and Health and Safety Officer. You will be required to work in conjunction with the Strategic Harbour Master & Port Manager (SHM/PM), controlling the harbours/ports in St Helena. The postholder works to co-ordinate the operational day to day running, control, and development of the Jamestown Wharf and Rupert's Jetty, and any other designated landing place, and shall perform any other duties as may be required for the good management of the port. You will also be a Health and Safety Officer implementing and ensuring compliance with SHG occupational health and safety (OHS) guidelines. Your primary role will be advising on measures to minimize hazards and maintain a safe working environment in the Port, cultivating a culture of prioritizing health and safety. Contact us for more information and a discussion.

Enquiries: Derek Henry on Tel No. 22287 or
Email: Derek.Henry@sainthelena.gov.sh
Closing date: 30 August 2024

General Operative - Permanent (£7,960 per annum)

Working as part of the Roads Team, the **General Operative** will assist the Chargehand with general maintenance of machinery, assembly of site huts and assist with building, cleaning and general maintenance of all roads island-wide. If you are physically fit, a good communicator and an effective team player this is an opportunity for you to join the Roads team! Contact us for more information and a discussion.

Enquiries: Darin Francis on Tel No. 23765 or
Email: roads.supervisor2@helanta.co.sh
Closing date: 30 August 2024

Benefits

Leave – 30 days leave per annum, 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/governments/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 through the Director/Line Manager (where applicable) 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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(Roads) Semi-Skilled Worker - Permanent (£8,725 per annum)

Are you interested in working as part of the Roads Team? As a Semi-Skilled Worker you will work alongside of the General Operatives assisting with general maintenance of machinery, assembly of site huts and assisting with building, cleaning and general maintenance of all roads island-wide. You will also be responsible for operating specialised road equipment and will therefore be required to have a licence in classes H2, J2 and J4.

Contact us for more information and a discussion.

Enquiries: **Darin Francis on Tel No. 23765 or**
Email: roads.supervisor2@helanta.co.sh

Closing date: **29 August 2024**

Budget Officer (£12,049 per annum)

Do you have experience in accounting or budgeting roles? SHG has a vacancy for a Budget Officer to work within Treasury to provide advice and support to budget holders in preparing and managing their budgets. You will be required to review and scrutinise all budget documentation and forecasting departmental Budget Executive Reports. Could this be a job for you?

Contact us for more information and a discussion.

Enquiries: **Mercy Chiseya on Tel No 22470 or**
Email mercy.chiseya@sainthelena.gov.sh

Closing date: **26 August 2024**

Biosecurity Assistant (£9,197 per annum)

The Biosecurity Assistant is responsible for the effective implementation of the division's biosecurity programme and assisting with border operations in collaboration with the Pest Control Services team. If you have a keen interest in border security and would like to be a part of the Biosecurity team then this could be a rewarding opportunity for you. Contact us for more information and a discussion

Enquiries: **Julie Balchin on Tel No. 24724 or**
Email: julie.balchin@sainthelena.gov.sh

Closing date: **20 August 2024**

Benefits

Leave – 30 days leave per annum, plus public holidays

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

Training and Development

Paid sickness absence

How to apply

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Waste Management Services Operator (£7,341 per annum) (Fixed Term)

Waste Management Services is seeking to employ a highly motivated individual to join their dedicated team. Successful candidates will be responsible for delivering high standards of cleaning in public areas and toilets, waste collection from homes and businesses and other waste management tasks in line with Standard Operating Procedures. Normal working hours are 0600 hrs to 1330 hrs Monday to Friday, with weekends and Public Holiday working on a rota system. If you are physically fit and an effective team player then we would be interested in hearing from you. Waste Management Services, working towards a cleaner and greener St Helena. Contact us for more information and a discussion.

Enquiries: Mike Durnford on Tel No. 24724 or
Email mike.durnford@sainthelena.gov.sh

Closing date: 21 August 2024

Meteorological & Scientific Observations Officer (Fixed term – 1 year) (£7,341 per annum)

The Meteorological & Scientific Observations Officer will help to improve the lives of all within our community and help the island thrive by assisting in a shared capacity with staff in completing routine meteorological scientific observational monitoring activities, to ensure production and delivery of observational data from the St Helena Meteorological Station at Bottom Woods in line with the UK Meteorological (Met) Office requirements. This role is being offered on a shift basis with occasional Sunday work & public holidays paid as overtime. Contact us for more information and a discussion.

Enquiries: Lori Bennett on Tel No. 24785 or
Email metoffice.901@helanta.co.sh

Closing date: 21 August 2024

Benefits

Leave – 30 days leave per annum, 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.

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