

# Join us!

## We are recruiting...



**St Helena  
Government**

### Carpenter

**(£8,266 to £8,725 per annum, based on ability and experience)**

If you are physically fit, a good communicator and an effective team player, the Building Maintenance Section has an opportunity for you to join their team.

Working as part of the Building Maintenance Team, you will assist with delivering daily operations and maintenance services within the building maintenance section.

Contact us for more information and a discussion on the above posts

**Enquiries:** Theron Henry on Tel No 25722 or Email  
[theron.henry@sainthelena.gov.sh](mailto:theron.henry@sainthelena.gov.sh)

**Closing date:** 28 March 2025

### 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](http://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](mailto: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.*

### Care Assistants/Support Workers (Social Care)

**Fixed-Term Contracts or Casuals**

**(£8,113 per annum – Care Assistants/Support Workers)**

**(£10,361 per annum–Support Workers (Children’s Residential Home))**

**(Available for local interest)**

Are you interested in the well-being of clients within the Learning Disabilities units, working with young people, and providing high quality, holistic care directly to frail older people in full time residential and day care, enabling them to live as full and active life as possible?

If so, Social Care is seeking support in the following areas of care; Cape Villa, Children’s Residential Home and Piccolo Hill. Come join our team and help make a difference in the lives of our clients.

Contact us for more information and a discussion.

**Enquiries:** Hannah Herne or Latoya Thomas: Tel No’s 22920/23151

Email: [hannah.herne@sainthelena.gov.sh](mailto:hannah.herne@sainthelena.gov.sh)

Email: [dcdeputymanager@helanta.co.sh](mailto:dcdeputymanager@helanta.co.sh)

Annabel Phillips, Tel no. 25936 or

Email: [annabel.phillips@sainthelena.gov.sh](mailto:annabel.phillips@sainthelena.gov.sh)

Nicole Hercules on Tel no. 25936

Email: [piccolo.hill@helanta.co.sh](mailto:piccolo.hill@helanta.co.sh)

**Closing date:** 28 March 2025

*SHG positively accepts applications from all members of the community, regardless of age, gender, disability, age, sexual orientation, religion or belief and will consider all applications on the basis of merit assessed against the role profile and person specification. All appointments are subject to the successful candidate providing satisfactory clearances, which include a medical check, betting / DBS clearance and references. SHG reserves the right to have information provided on or with the application independently verified. Benefits are subject to change and may vary according to role.*

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### Teacher (St Paul's Primary) (£11,520 - £18,902 per annum)

Are you passionate about our young children's education and holistic life? If so, we are seeking to recruit a Teacher to share their expertise and passion in order to teach our pupils to achieve the best possible standard of education. This will mean the ability to cater for all abilities and needs in the classroom. This position requires you to be responsible for the planning, preparation and effective delivering of programmes of study to designated class(es). The individual needs to be committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and have good, communication skills to be able to communicate effectively with students, parents and colleagues.

Contact us for more information and a discussion.

**Enquiries:** Patricia Williams Tel No. 24737 or Email  
[patricia.williams@sainthelena.edu.sh](mailto:patricia.williams@sainthelena.edu.sh)

**Closing date:** 02 April 2025

### Fixed Term 1:1 Teaching Assistants/Support Assistants (St Paul's Primary) (£8,419 - £8,725 per annum)

Do you have a passion for Education? We are looking to recruit a Teaching Assistant to provide assistance to the class teacher by supporting teaching and learning in the school/classroom environment. The individual needs to be committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and have good communication skills to be able to communicate between students, parents and colleagues.

Contact us for more information and a discussion.

**Enquiries:** Patricia Williams Tel No. 24737 or Email  
[patricia.williams@sainthelena.edu.sh](mailto:patricia.williams@sainthelena.edu.sh)

**Closing date:** 03 April 2025

### 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

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### GIS Topographical Surveyor (£9,781 per annum)

The GIS Topographical Surveyor will help the island thrive through the collection and organisation of topographic surveys for the development of geospatial data of physical infrastructure, utility services and topography. Support development of the St Helena Environmental Information System (SHEIS), including providing support to GIS Users and promoting the use of GIS throughout SHG.

Contact us for more information and a discussion.

**Enquires:** Devlin Yon on Tel No. 22270 or Email  
[Devlin.yon@sainthelena.gov.sh](mailto:Devlin.yon@sainthelena.gov.sh)

**Closing date:** 09 April 2024

### Senior Human Resources Assistant (£9,781 per annum)

Here is a great opportunity to start your career in HR! Central Human Resources is seeking to recruit a motivated and enthusiastic individual to join our HR Transactional team. In this post, you will be responsible for undertaking a range of HR transactional processes to ensure the delivery of a high quality HR service. Key areas include recruitment and selection, processing of leavers, contractual changes and providing advice on employment related policies and procedures.

Contact us for more information and a discussion.

**Enquiries:** Sharina Williams on Tel No. 22470 or Email  
[sharina.williams@sainthelena.gov.sh](mailto:sharina.williams@sainthelena.gov.sh)

**Closing date:** 03 April 2025

### 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**

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### Environmental Risk Officer (£18,902 per annum)

The Environment and Natural Resources Portfolio is currently seeking to recruit a highly motivated individual with broad experience in one or more areas of environmental risk management to join their team as Head of Section for environmental risk management. You will be an integral part of providing the strategic agenda and direction for the core functions of climate change, waste management and environmental pollution management in order to protect St Helena's natural environments and you will play a key role in driving environmental sustainability initiatives. The role will require you to work collaboratively with a small group of Heads of Section in our core environmental protection and nature conservation subjects for effective environmental risk programme delivery.

Experienced in project management and staff management, you will also have excellent written, verbal communication and interpersonal skills to communicate with a range of audiences, including colleagues, senior managers, elected members, donor agencies and the public.

Contact us for more information and a discussion about the role.

**Enquiries:** Darren Duncan on Tel No 24724 or Email  
[darren.duncan@sainthelena.gov.sh](mailto:darren.duncan@sainthelena.gov.sh)

**Closing date:** 03 April 2025

### 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](mailto:roads.supervisor2@helanta.co.sh)

**Closing date:** 03 April 2025

### Benefits

**Leave** – 30 days leave per annum, plus public holidays

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

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