



JOIN US! WE ARE RECRUITING...

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.

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.

Legislative Council Office Assistant (£11,604 per annum)

The Legislative Council Office is seeking to recruit a motivated individual with proven effective administrative skills to provide the Speaker, Deputy Speaker and Members of the Legislative Council with secretarial, research and administrative support. If you are interested in this opportunity then we would be keen to hear from you. Contact us for more information and a discussion

Enquiries: Anita Legg on Tel No. 24724 or Email: anita.legg@sainthelena.gov.sh
Closing date: 07 January 2026
Shortlisting date: 12 January 2026
Interview date: 19 January 2026

Teacher - Science (SHSS) (£12,432 – £20,645 per annum)

Do you have a passion for education and a love of science? We are seeking a dedicated and enthusiastic Teacher of Science to join our team to support in inspiring the next generation of learners. In this role, you will deliver engaging and high-quality teaching across Key Stages 3, 4, and 5, helping students develop both academically and personally. You will plan, prepare, and teach well-structured, differentiated lessons that spark curiosity and foster scientific thinking. You will also set meaningful home learning tasks that consolidate learning and support steady progress. We're looking for a teacher who can bring science to life, encouraging students to question, explore, and understand the world around them. If you are passionate about creating positive learning experiences and committed to helping every student achieve their potential, we would love to hear from you.

In line with COBIS Standards, the Education Skills and Employment is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. The successful candidate will be required to provide proof of identity and qualifications, and will be subject to reference checks, an enhanced police background check, and any other safeguarding checks relevant to the role. We promote equality of opportunity and welcome applications from all sections of the community.

Enquiries: Phil Toal on Tel No. 24290 or Email: phil.toal@sainthelena.gov.sh
Closing date: 03 December 2025
Shortlisting date: 08 December 2025
Interview date: 17 December 2025

The St Helena Public Service welcomes all applications from across our whole community, including our St Helenian diaspora wishing to return to St Helena. If you are a St Helenian currently living and working overseas, please contact us at recruitment@sainthelena.gov.sh to discuss how we can support you. 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, vetting / 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.