



LOCAL ADVERTISEMENT POSITION VACANCIES

PNG UNRE seeks expressions of interest from suitably qualified candidates for the following vacant positions.

POSITION No.	DESIGNATION	DEPARTMENT	SALARY
1. UNRE EX 007	Executive Assistant – Pro VC Academic	Chancellery	UNRE 6 On a National Salary Scale
2. UNRE EX 008	House Warden (VC's Residence)	Chancellery	UNRE 3 On a National Salary Scale
3. UNRE EES 003	Administrative Officer	Estates & Services - Admin	UNRE 6 On a National Salary Scale
4. UNRE TS 006	Driver	Estates & Services, Transport	UNRE 3 On a National Salary Scale
5. UNRETS 008	Driver	Estates & Services, Transport	UNRE 3 On a National Salary Scale
6. UNRE TS 004	Transport Officer	Estates & Services, Transport	UNRE 5 On a National Salary Scale
7. UNRE MED 005	Nursing Officer II	Health Services	UNRE 4 On a National Salary Scale
8. UNRE SSU 005	Investigator	Security Services	UNRE 5 On a National Salary Scale
9. UNRESSU 028	Patrolman	Security Services	UNRE 3 On a National Salary Scale
10. UNRESSU 041	Patrolman	Security Services	UNRE 3 On a National Salary Scale
11. UNRESSU 062	Patrolman	Security Services Warongoi	UNRE 3 On a National Salary Scale
12. UNRESSU 066	Patrolman	Security Services Warongoi	UNRE 3 On a National Salary Scale
13. UNRESSS 006	Chaplain	Student Support Services	UNRE 6 On a National Salary Scale

Applications must include a cover letter, an updated Curriculum Vitae, relevant supporting documents, and reliable contact details.

Applications must be labeled (Local Advert 1/2023) and should reach the Acting Manager, Human Resource Management, PNG UNRE, Private Mail Bag, KOKOPO East New Britain Province before the closing date of Wednesday February 1, 2023. Applications can also be emailed to recruitment@unre.ac.pg.

Applicants must address the selection criteria indicated in the respective job descriptions which can be obtained from the University website www.unre.ac.pg.

unre.ac.pg or by emailing edavid@unre.ac.pg or calling 9871200.

Referees of applicants must send confidential reports of the applicants directly to the University without waiting to be contacted. All applications will be treated strictly confidential. **Accommodation is not a condition of employment.**

Only shortlisted applicants will be contacted for an interview after the closing date. If you do not hear from Human Resource Management within a month of the closing date, consider your application unsuccessful. PNG UNRE thanks you in advance for your interest in the University.

Papua New Guinea University of Natural Resources and Environment is an equal opportunity employer and does not discriminate on the grounds of ethnicity, age or gender.

Authorised by:

Mrs Jennifer G. Papat
UNIVERSITY REGISTRAR