SOLOMON ISLANDS ELECTORAL COMMISSION

NATIONAL STADIUM BUILDING,
NHA FOOD COURT BUILDING, KING GEORGE VI DRIVE
PO BOX 1500, HONIARA,
SOLOMON ISLANDS

Phone: (677) – 21199 | (677) 7222200 Website: www.siec.gov.sb Email : info@siec.gov.sb

RECRUITMENT NOTICE

TEMPORARY ELECTORAL POSITIONS
KOVILOKO WARD – ISABEL PROVINCIAL ASSEMBLY BY-ELECTION 2026

The Solomon Islands Electoral Office (SIEO) invites applications from suitably qualified and experienced persons for temporary electoral positions to support the conduct of the Koviloko Ward , Isabel Provincial Assembly By-Election 2026.
The successful applicants will be required to perform their duties in accordance with the Electoral Act, approved electoral policies, procedures and instructions issued by the Solomon Islands Electoral Commission.
All temporary Polling Officials are required to maintain a high standard of integrity, neutrality, impartiality and professionalism throughout the electoral process. Applicants must not be actively involved in supporting any candidate contesting the by-election and must remain apolitical in the performance of their assigned duties.

POSITIONS AVAILABLE

No.	Vacancy Ref No.	Position	Post No. Isabel	No. of Positions
1.	SIEO/032/26	Presiding Officer	T268-32	3
2.	SIEO/033/26	Polling Assistant 1 – Ballot Paper Issuer	T268 - 33	3
3.	SIEO/034/26	Polling Assistants 2 & 3 – Voter Verifier and Ballot Box Guide	T268-34	6
4.	SIEO/035/26	Queue Controller	T268-35	3
5	SIEO/036/26	Counting Officer	T268-36	5

QUALIFICATIONS, EXPERIENCE, SKILLS AND OTHER REQUIREMENTS

Applicants should meet the following requirements:

- Possess a Secondary School Leaving Certificate or a tertiary qualification in a relevant field;
- Previous experience in electoral work will be an advantage;
- Demonstrate good interpersonal and communication skills;
- Demonstrate the ability to understand and comply with the Electoral Act, approved electoral policies, procedures and instructions;
- Have good knowledge of the Ward and/or local community in which they are applying to work;

- Be physically and medically fit and able to work effectively under pressure; and
- Be politically neutral and have no political affiliation or active involvement with any candidate or political grouping associated with the by-election.

DUTY INFORMATION

Further information regarding the duties and responsibilities of the positions may obtained from the Returning Officer (RO) and Assistant Returning Officer (ARO) at:

Solomon Islands Electoral Office – Temporary Office
Buala
DFL Building (Isabel Province Education Authority Premises)
Isabel Province

CLOSING DATE

Applications must be received no later than 4:30 pm on Monday, 20th November 2026. Late applications may not be considered.

ENQUIRIES

All enquiries regarding this recruitment notice should be directed to:
Election Manager/ Returning Officer / Assistant Returning Officer
Mobile: 7485475/7430835/7123895
Email: RDotho@mehrd.gov.sb, HOdikana@mpgis.gov.sb, fihubright@gmail.com.

SUBMISSION OF APPLICATIONS

Applications should be addressed to:
Election Manager
Koviloko Ward 2026 By-Election
Isabel Province
Attention to: Returning Officer/Assistant Returning Officer
Applications may:
Hand-delivered to the Election Manager and team at Solomon Islands Election Office (Temporary Office), DFL Building, Buala, Isabel Province; or Submitted by email using the email address provided above.
Applicants should clearly indicate the position applied for in their application.

EQUAL EMPLOYMENT OPPORTUNITY

The Solomon Islands Electoral Commission is committed to the principles of Equal Employment Opportunity. Female applicants are particularly encouraged to apply.