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## Position Description

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Vacancy Title: **Chief Information Communication and Technology Officer**

Location: **Ranadi**

Reports To: **Chief Executive Officer 2018 (v 2.00)**

### Objective

The Chief Information Communication and Technology Officer (CICTO) will lead and manage the ICT Division and ensure to provide efficient and effective operational, implementation and maintenance services for all ICT systems in Solomon Power. The CICTO makes strategic decisions regarding all ICT requirements of Solomon Power. The role reports to the Chief Executive Officer.

### Outcomes

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#### Organisational Stakeholders

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##### 1. Efficient and effective IT operational planning ensured

- Assistance provided in the establishing and implementing of Divisional strategies and action plans in support of the achievement of SIEA's Corporate Strategic Plan
- Operation of the Solomon Power Computer Network & ICT Systems supervised and maintained ensuring that it runs efficiently and effectively on a daily basis
- Ensures the security and integrity of the systems and network
- Solomon power corporate website developed and managed.
- Internal capacity for IT support built within Solomon Power back up strategies for business continuity, disaster recovery and projects.

##### 2. IT Development – growth of contribution to Solomon Power objectives

- IT Team led in the development of SIEA in-house applications
- Research of new technologies facilitated with recommendations made and proposals for improvements in ICT prepared.
- Relevant training and development of ICT Support carried out..

##### 3. IT projects managed

- All Solomon Power ICT related projects supervised and coordinated with relevant officers
- External ICT Services providers liaised to obtain the best support for Solomon Power ICT systems.
- Services providers work carried out to completion with requirements met and all invoices checked and verified.

##### 4. Timely and efficient ICT Support provided to Solomon Power Staff

- ICT support provided to Solomon Power Staff as required on a daily basis
- Necessary ICT training provided to Solomon Power Staff as required.

##### 5. Fully informed stakeholders

- Advice provided to the Solomon Power Management on issues relating to ICT
- Quality and timely monthly reports prepared and submitted to the CEO
- Corrective action in ICT taken when needed with problems addressed and this is achieved through proper and ongoing consultation with the CEO

##### 6. Compliant IT unit

- Effective ICT policies developed, implemented and maintained
- All Solomon Power ICT systems adhered to the latest security standards and are compliant to the ICT policies.

##### 7. Occupational Health and Safety

- Taking reasonable care of own health and safety and for the safety of other people, including people working under incumbent's supervision or direction who may be affected by his or her acts or omissions at the workplace ensured
- Comply with any direction given by Solomon Power or one of its Responsible Officers with respect to any health and safety matter under current Safety acts and regulations adhered..

##### 8. Environmental Management

- Ensure adherence to the requirements of the environmental systems
- Ensure compliance with specific environmental management procedures applicable to their work
- Complied with any direction given by any person employed by Solomon Power fulfilling the requirements of the environmental systems
- Accepted the authority to report, enhance and assist in the management and function of the environmental systems

9. Solomon Power positive image enhanced, and values demonstrated at all time.

- Company policies and procedures including safety rules adhered to at all times
- Teamwork and good working relationships with managers and work colleagues are ensured.
- Commercial confidentiality maintained at all times.

## Responsibilities - Key Competencies

Competence	Description
<b>Business</b>	
Risk Management	Analyse and manage risk.
<b>Customer</b>	
Relationship Building	Build beneficial relationships with suppliers and stakeholders.
<b>People</b>	
Leadership	Utilise a leadership position to influence people and events and to increase performance.
Team Orientation	Work in a team towards a common aim.
Facilitation	Assist the progress of work ensuring its timely and effective completion.
Self-Management	Manage your priorities and objectives efficiently and effectively
<b>Professional</b>	
Technical Strength	Demonstrate knowledge of a specialist discipline.
Technology Application	Apply technology.
<b>Operational</b>	
Stock Control	Acquire and monitor stock to meet business needs

## Qualifications

Qualification	Discipline	Notes
<b>Desirable</b>		
Degree	Information Technology and/or Information Systems	
<b>Preferred</b>		
Master's Degree	Information Technology and/or Information Systems	

## Work Knowledge and Experience

At least 3-5 years in an operational ICT role

Experience in analyzing, interpreting and reporting on software application, hardware and network performance to management

Significant experience in the management of information technology software applications area, including desktop, custom built and package solutions

Supervision skills to ensure that IT staff are meeting organization demands, in response to queries and ensuring operation of software application, hardware and network areas.

Experience in providing system, IT services to organizations.

## Requirements

### Language Proficiency

Excellent command of English (written and oral)

Understands and speaks Pidgin English

### Professional Associations

Membership of appropriate Professional Institution

### Regulatory Compliance Requirements

Driver's License

## Other Required Requirements

No other required items found.

## Interactions

Type	Interaction	Comments
<b>Internal</b>		
	All employees	
	Board of Directors	

Type	Interaction	Comments
	Chief Executive Officer	
<b>External</b>		
	Suppliers	
	Consultants and Contractors	
	Internet Service Providers	
	Ministry of Communication & Aviation – SICERT (SI Computer Emergency & Response Team)	
	Telecommunication Commission SI (TCSI)	

## Attributes

### Behavioural Styles

Accepting/compliant	Shows a willingness to go along with things and a compliance with expectations.
Accountable	Assumes full responsibility for own actions and identifies with the success or failure of own part of the overall work/goal.
Achiever	Puts in effort to achieve a desired result or goal and is motivated by this end and the overall accomplishment.
Detail oriented	Attends to the small elements of a task/activity, ensuring completeness and accuracy.
Energetic	Constantly active and driven to put in effort. Works hard to promote an enterprise.
Enthusiastic	Shows high levels of excitement and interest, and expresses positive feelings.
Innovative	Devises new and creative ways to do things comes up with original ideas.
Integrity	Adherence to moral and ethical principles; soundness of moral character; honesty.
Punctuality	Completes a required task or fulfils an obligation before or at a previously designated time
Reliable	Is able to be trusted to do what is expected or has been promised, puts in a great amount of effort believing in the value of work.
Resilient	Cope positively with stress and catastrophe. Bounces back from setbacks, mistakes or misfortunes.

### Interpersonal Styles

Empathic	Has the ability to understand somebody else's feelings or difficulties.
Objective	Impartial and honest in dealings with others, eliminating own feelings and view to reach a balanced judgement.
Perceptive	Shows keen insight and understanding of issues or situations.
Realistic	Shows concern for facts and reality, rejecting the impractical.
Team Oriented	Enjoys being with others as part of a group or team.
Trusting	Places confidence in others without misgivings, relying on their ability, character, and truthfulness.

### Thinking Styles

Abstract/conceptual thinker	Creates abstract or generic ideas generalised from particular instances.
Analytic	Able to separate things into their constituent elements in order to study or examine them, draw conclusions, or solve problems.
Decisive	Reaches conclusions, promptly and firmly.
Disciplined/Systematic	Is controlled in conduct, shows an orderly pattern of behaviour, following a methodical and thorough approach.
Flexible/Adaptable	Readily accommodates changing circumstances, modifying own behaviour and/or views. Able to adjust easily to new conditions.
Holistic thinker	Considers issues/situations as a whole rather than analysing or dissecting the parts.
Imaginative	Generates ideas and images, showing creativity.
Initiative	Acts and makes decisions without the help or advice of other people.
Intuitive	Makes mental leaps without going through a rational thought process. Apparent ability to acquire knowledge without a clear inference or the use of reason.
Numerate	Shows abilities in quantitative thought and expression.
Reflective	Takes a thoughtful and deliberative approach.
Well organised	Controls tasks in a well thought out and critical manner.

## How To Apply

Complete all parts of the Application form online. Upload a Cover letter, upload your CV and must include names and contact details for two (2) referees. Attach Certified Transcripts, Qualification Certificates, and other relevant documents. Address Application to: Chief Executive Officer Solomon Islands Electricity Authority P.O. Box 6 Honiara Applications to be received by 4.00pm, Solomon Islands time, 28 April 2025.

## Contact for Enquiries

Contact Name: Andrew Tausema

Contact Email: Andrew.Tausema@solomonpower.com.sb

Further Contact Information: --

**Closing Date: 28 Apr 2025**