



JOB VACANCY NO: 03/22

The Central Bank of Solomon Islands is seeking applications for a suitably qualified, experienced with highly trusted and self-motivated person to fill the position of **Manager Legal** currently vacant in the **Legal Unit, Risk Management & Corporate Communication Department**.

Expected Outcomes:

Assist in protecting the Bank's legal interest and maintaining its operations within the scope established by law. Identifies and analyses legal issues, drafts key policies, presents clear recommendations to management, and assures legal compliance. Manages the operations of the legal unit.

Other expected roles/responsibilities of the Manager Legal as follows:

- Develop, Draft and Review all Internal Bank Policies, Guidelines and Procedures including conducting trainings and awareness for the staff and management.
- Promoting internal legal compliance and risk management best practice throughout the organization.
- Assist with the review and drafting of Legislation and Regulation relating to central banking operations.
- Represent the Bank in legal proceedings.
- Manage the Legal Unit and its resources.
- Undertake other specific unit management tasks delegated by the department head.

Qualifications / Requirements:

The applicant must:

- A Law Degree (LLB) and a valid Practicing Certificate
- At least five years' experience working in a corporate law practice and/or In house legal counsel is an advantage.
- Resilience and Self confidence
- High level integrity and professional accountability
- Must have neat and pleasant appearance
- Strategic and Creative
- Punctual and good time keeper
- Team work
- Trustworthy and respectful
- Can work under pressure
- Leadership skills

Terms and Condition:

The position is Level 19 of the CBSI salary structure. Other normal benefits as per Terms and Conditions of Service of CBSI shall apply to the successful applicant.

Application:

Written application must include:

- An updated Curriculum Vitae,
- 2 reference letters
- Certified copies of academic transcripts.

Incomplete Application will not be considered. Only shortlisted applicants will be contacted.

Application Due Date

All applications shall reach the Central Bank of Solomon Islands no later than **4.30 pm on 6th January 2023** and shall be address to:

**The Secretary
Central Bank of Solomon Islands
P O Box 634
Honiara
Solomon Islands**

or emailed to apeter@cbsi.com.sb or recruitment@cbsi.com.sb