

Join the Faculty at Sonoma Adventist College!

Sonoma Adventist College, a Seventh-day Adventist tertiary institution located in Kokopo, East New Britain Province (ENBP), Papua New Guinea, is dedicated to providing Christian education to Papua New Guineans. The college offers programs in Primary and Early Childhood Teaching, Business Accounting Management & Entrepreneurship, Ministerial and Theology Studies, Tropical Agricultural Science, and Building Construction and Architectural Drafting, delivering quality undergraduate education in a faith-based context. We are seeking passionate and qualified individuals to fill the following position:

1. **Accountant** (Preferably male are encouraged to apply)
2. **Admin Secretary** (with 3 – 5 years' experience in an educational institution)

Essential Criteria for All Positions:

- **Active Seventh-day Adventist Membership:** Applicants must be baptized and actively involved in the mission and ministry of the Seventh-day Adventist Church.
- **Adventist Education Knowledge:** Familiarity with the philosophy and practices of Adventist Education is essential.
- **Academic Qualifications:** A minimum of a Bachelors in the relevant field is required.
- **Professional Experience:** Applicants should have at least 3-5 years of experience in academia or industry within their specialized field.
- **Character and References:** Strong character and professional references are essential for all applicants.

Desirable Criteria:

- **Experience as an Institutional Accountant:** Prior experience within an Adventist educational institution is highly valued.
- **Commitment and Work Ethic:** A dedicated, hardworking individual with a strong sense of responsibility is highly desirable.

These positions present a unique opportunity to contribute meaningfully to the financial operations of the college—supporting both student and staff needs—while advancing your professional career in a mission-driven Adventist educational environment.

If you meet the qualifications and are passionate about working within a Christian setting, Sonoma Adventist College invites you to apply!

Important: All applications, CVs and relevant documents must be submitted to the HR office at HR@sonoma.ac.pg and no later than 25 August 2025.

For more information on the application process, please contact the Human Resources Office at Sonoma Adventist College or visit our website at www.sonoma.ac.pg.

THE APPOINTING BODY RESERVES THE RIGHT TO FILL THIS VACANCY AT ITS DISCRETION AND/OR CLOSE APPLICATIONS EARLY, ONLY SUCCESSFUL APPLICANTS WILL BE CONTACTED.