



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned position.

MAJOR PROJECTS MANAGER (LEVEL 8)

QUALIFICATION AND EXPERIENCE:

- B.Sc.in Civil Engineering
- Advanced training in Project Management/Engineering
- 5-7 years experience in administration of Projects
- Post-graduate degree in specialized engineering field

SKILL REQUIREMENTS: -

- Highly developed Civil Engineering skills and knowledge in Project Planning and Implementation
- Excellent knowledge of Public Sector Procurement Procedures
- Strong analytical and problem-solving skills.
- Excellent project scheduling techniques
- Excellent technical report writing and oral communication skills.

REPORTING RELATIONSHIP

Reports to: Director, Major Projects

HIGHLIGHT OF JOB FUNCTIONS:-

- Plan and implements projects to achieve their stated objectives in an effective and efficient manner.
- Conduct procurement of contractor based on Public Sector Procurement Procedures.
- Direct the completion of designated projects in accordance with all stated requirements.
- Monitor and co-ordinate strategic financial planning for all new projects.
- Proposes strategic technological and developmental modifications.
- Conduct economic appraisal of projects, roads, bridges etc.
- Maintain contacts with relevant Government Agencies and Internal Technical Divisions on project administration and implementation.
- Advice on all planning matters including mechanics of planning and adequacy plans.
- Plan and administer assigned major projects.
- Submit executive reports.
- Evaluate long term plans and quarterly review of capital works.

Salary: \$7,716,512.00 per annum

Applications should be submitted no later than

Tuesday, February 11, 2025 to:

Human Resource Manager

National Works Agency

140 Maxfield Avenue

Kingston 10 Or

Application can be sent via email to:

Recruitment@nwa.gov.jm

The Agency thanks all applicants.

Only individuals short-listed will be contacted

"Developing Safe, Reliable & Quality Roads"