



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned position for a period of two years with effect April 1, 2024.

PROJECT MANAGER (LEVEL 7)

QUALIFICATION AND EXPERIENCE:-

- B.Sc. in Civil Engineering
- 5 years' experience in administration of Projects
- Training in Project Management/ Contract Supervision or other related areas

SKILL REQUIREMENTS: -

- Civil Engineering skills and knowledge in Project Planning and Implementation
- Strong analytical and problem solving skill.
- Good management skills
- Good interpersonal skills
- Good project scheduling techniques
- Good knowledge of Public Sector Procurement Procedures
- Technical report writing and oral communication skills
- Team player

REPORTING RELATIONSHIP

Reports to: Major Project Manager

PRINCIPAL FUNCTIONS:-

- Plan and administer assigned projects/project segments
- Direct and maintain control of the Project team
- Advise on all planning matters including mechanics of planning and adequacy plans
- Monitor and co-ordinate strategic financial planning for all new projects
- Propose strategic technological and developmental modifications
- Maintain contacts with relevant Government agencies and internal technical divisions on project administration and implementation
- Conduct economic appraisal of projects, roads, bridges etc
- Evaluate long term plans and quarterly review of capital works
- Submit project reports
- Review project profiles
- Develop and maintain project database

Annual Salary – \$5,198,035.00

Applications should be submitted no later than

Tuesday March 19, 2024 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"