



CAREER OPPORTUNITY

SECURITY SUPERVISOR (LEVEL 6)

The National Works Agency, an Executive Agency of the Government of Jamaica, is seeking suitably qualified individuals for the position of Security Supervisor.

REQUIRED QUALIFICATION AND EXPERIENCE

- Bachelor's Degree in Management Studies or related disciplines
- Minimum of five (5) years experience in the Jamaica Constabulary Force or Jamaica Defense Force above the rank of Sergeant
- Minimum of five (5) years experience in Industrial Security at the management level
- Training in Supervisory Management
- Training in Disaster Management would be an asset
- Holder of a valid Driver's Licence

SKILLS REQUIREMENT

- Excellent oral communication skills
- Good report writing skills
- Ability to develop, plan and implement short and long range goals
- Detail conscious
- Strong supervisory skills
- Sound analytical and problem solving skills
- Working knowledge of MS Office
- Knowledge of security protocols and procedures
- Knowledge and experience in conducting security audit and assessment
- Team player

PRINCIPAL RESPONSIBILITIES

- Regular security and safety inspections of all National Works Agency facilities
- Conduct detailed analyses of the general security and safety issues affecting the Agency's facility
- Prepare site specific standing order, draft regulations, and proposals for short and long term measures to address security and safety concerns
- Prepare annual security and safety budget
- Process invoices submitted for security service payment.

Written applications should be submitted no later than

Friday, June 10, 2022 to:-

Manager Personnel & Industrial Relations

National Works Agency

140 Maxfield Avenue, Kingston 10

or email: Recruitment@nwa.gov.jm

***The National Works Agency thanks all applicants
for responding, however only individuals
short-listed will be contacted.***

"Developing Safe, Reliable & Quality Roads"