



OFFICE OF THE SERVICES COMMISSIONS

(CENTRAL GOVERNMENT)

MINISTRY OF FINANCE AND THE PUBLIC SERVICE BUILDING

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CIRCULAR No. 276

OSC Ref. C.4858³⁶

5th November, 2020

Permanent Secretaries, Heads of Department and Chief Executive Officers are asked to invite applications from suitably qualified officers in their Ministries/Departments/Agencies to fill the **vacant** post of **Food Storage Inspector (SOG/ST 5)** in the **Food Storage and Prevention of Infestation Division, Ministry of Industry, Investment and Commerce (MIIC)**, salary range \$1,271,811 - \$1,511,784 per annum and any allowance(s) attached to the post.

Job Purpose

Under the direct supervision of the Senior Food Storage Inspector (SOG/ST 6), the Food Storage Inspector (SOG/ST 5) is responsible for carrying out Government Surveillance and Regulatory Programme of inspection and disinfestations of entities and to ensure food/feed is free of contamination and reduce losses due to deterioration. He/she will also monitor the Pest Control Industry, to ensure the safe and effective use of pesticides in food establishments.

Key Responsibilities

Management/Administrative:

- Supervises Technical Assistants and Drivers;
- Collaborates with the Senior Food Storage Inspector in implementing strategies for Surveillance and Regulatory Programmes of inspection and disinfestation of food establishments to ensure food/feed is free of contamination.

Technical/Professional:

- Writes Inspection Reports;
- Updates records;
- Performs disinfestation activities;
- Performs other related functions assigned from time to time.

Required Knowledge, Skills and Competencies

Core:

- Good oral and written communication skills
- Good interpersonal and customer relations skills
- Good problem solving, planning and organizing skills
- Good leadership and analytical thinking skills
- Good use of initiative
- Ability to work in teams

Technical:

- Excellent knowledge of ISO/IEC 17020 Standards
- Good Knowledge of Codex Standard
- Sound Knowledge of the FSPID Act and Regulation
- Sound Knowledge of Government Policies and Procedures
- Proficient in computer applications

Minimum Required Qualification and Experience

- Bachelor of Science Degree in Natural Sciences/Agriculture/Public Health;
- Training in Local and International Food Safety Standards;
- Three (3) years working experience in related Science areas.

Special Conditions Associated with the Job

- Required to travel extensively;
- Required to work early mornings, late evenings, weekends and Public Holidays;
- Must be the holder of a valid Driver's Licence and the owner of a reliable motor vehicle;
- Exposure to hazardous chemicals.

Applications accompanied by résumés should be submitted **no later than Wednesday, 18th November, 2020, to:**

**Senior Director
Human Resource Management and Development Division
Ministry of Agriculture and Fisheries
Hope Gardens
Kingston 6**

Email: hrm@micaf.gov.jm

Please note that only shortlisted applicants will be contacted.

Please ensure that a copy of this circular is placed at a strategic position on the Notice Board of the Ministry/Department/Agency and brought to the attention of all eligible officers.



**Merle I. Tam (Mrs.)
for Chief Personnel Officer**