



**OFFICE OF THE SERVICES COMMISSIONS**  
(CENTRAL GOVERNMENT)  
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**CIRCULAR No. 218**  
**OSC Ref. C. 4858<sup>39</sup>**

**2<sup>nd</sup> July, 2021**

### **RE-ADVERTISEMENT**

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 **Agricultural Economist (SOG/ST 6)**, in the **Economic Planning and Policy Division, Ministry of Agriculture and Fisheries**, salary range \$1,592,427 – \$1,892,895 per annum and any allowance(s) attached to the post.

#### **Job Purpose**

Under the direct supervision of the Senior Agricultural Economist (SOG/ST 7), the Agricultural Economist (SOG/ST 6) formulates, plans programmes and projects for the Agricultural Sector to ensure that the Mission of the Ministry is achieved.

#### **Key Responsibilities**

##### ***Management/Administrative:***

- Represents the Division and Ministry at meetings, conferences and other functions as directed.

##### ***Technical/Professional:***

- Analyzes and classifies agricultural data from various Agencies such as FAO, World Bank, WTO and STATIN with the view to obtaining necessary information to assist in agricultural planning;
- Prepares detailed project documents/proposals for International and Local funding, including rigorous economic, financial and sensitivity analyses to ensure that viability is achievable and sustainable;
- Assists in the critical appraisal of projects, plans and programmes submitted for review before implementation;
- Performs careful analysis and consultations to ensure accuracy, consistency, relevance, and suitability of projects, plans and programmes;
- Prepares briefs, reports and studies relating to agricultural programmes, plans and projects;
- Participates and makes recommendations on various technical committees, guiding the development of projects, plans and programmes;
- Conducts surveys on various agricultural enterprises to obtain relevant information, and analyze results for proper guidance in the planning process;
- Builds farm models to provide information for proper guidance in developing projects, plans and programmes;
- Develops Opportunity Profiles for viable agricultural enterprises and promotes these Profiles to interested stakeholders;
- Liaises with local, regional and internal Organizations/Agencies on matters pertaining to agricultural issues and data;
- Assists with the dissemination of general information to other Government Agencies and NGO's in respect of agricultural issues as requested;
- Performs other related functions assigned from time to time by the Director of the Economic Planning Division.

#### **Required Knowledge, Skills and Competencies**

##### ***Core:***

- Excellent oral and written communication skills
- Ability to work well in a team
- Good interpersonal skills

- Integrity
- Good planning and organizing skills
- Goal results oriented
- Strong Customer and Quality Focus skills

***Technical:***

- Excellent knowledge of Economics and planning principles
- Sound knowledge of Project Formulation, Appraisal and Management
- Good research and analytic skills
- Sound problem solving skills
- Proficiency in the use of relevant computer applications
- Excellent presentation skills

**Minimum Required Qualification and Experience**

- Bachelor's of Science Degree in Economics or Agricultural Economics from a recognized University;
- Training in Project Formulation, Appraisal and Management;
- Two (2) years' work experience in agricultural planning and analysis.

**Special Condition Associated with the Job**

- Adverse working conditions may be encountered (e.g. hill terrain) while conducting the Cost of Production survey during the summer months;
- Lack of co-operation from other Divisions, Ministries and Agencies may have a negative impact on meeting deadlines and qualitative standards.

Applications accompanied by Résumés should be submitted **no later than Thursday, 15<sup>th</sup> July, 2021 to:**

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

Email: [hrm@moa.gov.jm](mailto:hrm@moa.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**