



OFFICE OF THE SERVICES COMMISSIONS
(CENTRAL GOVERNMENT)
MINISTRY OF FINANCE AND THE PUBLIC SERVICE BUILDING
30 NATIONAL HEROES CIRCLE, KINGSTON 4
JAMAICA, WEST INDIES
TEL: 876-922-8600
FAX: 876-924-9764
EMAIL: communications@osc.gov.jm
WEBSITE: www.osc.gov.jm

CIRCULAR No. 287
OSC Ref. C. 4858⁴⁰

27th August, 2021

Permanent Secretaries, Heads of Department and Chief Executive Officers are asked to invite applications from suitably qualified officers in their Ministries/Departments/Agencies to be assigned to the post of **Soil Scientist (SOG/ST 5) – (October 10, 2021 to September 27, 2022)** in the **Agricultural Land Management Division, Ministry of Agriculture and Fisheries**, salary range \$1,271,811 - \$1,511,784 per annum and any allowance(s) attached to the post.

Job Purpose

Under the direction of the Senior Director (SOG/ST 9), the Soil Scientist (SOG/ST 5) investigates chemical, physical, biological and mineralogical composition of soil relevant to agriculture, conducts research and develops methods that will improve the use of soil, and increase productivity of the land with emphasis placed on sustainability.

The incumbent is required to establish and maintain strong linkages with institutions and professionals (local and international) in order to collaborate and provide technical advice, policy direction as well as best practices in sustainable soil management. As the focal point on Soil Science within the Ministry/Division, the Soil Scientist will also be responsible for the dissemination of information, to develop technical documents and reports, develop and maintain a comprehensive Soil Database and conduct training for technical staff, farmers and other stakeholders in the Sector.

Key Responsibilities

Management/Administrative:

- Participates in the Strategic Planning Process of the Division;
- Provides guidance and information to the Director, staff and clients on new developments in policy and international best practices;
- Represents the Division at meetings, workshop and seminars;
- Collaborates with team members on projects related to crop production, land management and other related issues;
- Provides guidance and training to interns.

Technical/Professional:

- Undertakes specialized research projects and findings and utilizes data for policy development;
- Plans, organizes and conducts surveys and investigations and determines methodology to be used;
- Initiates schedules and conducts investigations;
- Analyses results to determine measures needed to maintain and/or restore proper soil management;
- Collects soil samples for soil fertility analyses or special purpose studies;
- Formulates Work Plans for soil and land use projects;
- Plans and implements soil surveys and land capability classification;
- Analyses soil pits and auger boring in order to classify soils in Jamaica;
- Determines remedial actions to sustain crop production and soil health;
- Acts as a resource person, develops data and conducts training programmes for Ministry staff, farmers and other agricultural stakeholders;
- Participates on work teams to plan, develop and implement Land Management programmes and policies;
- Develops, conducts and/or participates in studies on various land uses, gathering information for use in developing corrective action plans;
- Responds to complaints and questions on soil matters and provides information and clarification;
- Inspects sites for issuance of license to operate quarry or reclamation of mined out bauxite lands;
- Prepares and participates in training activities for soil fertility and fertilizer recommendations;
- Performs quality control checks and samples data to ensure accuracy and consistency with local and international standards.

Human Resources:

- Monitors and evaluates the performance of direct reports, prepares Performance Evaluation Appraisals and recommends and/or initiates corrective action where necessary to improve performance and/or attaining established personal and/or organizational goals;
- Participates in the recruitment of staff for the Division/Unit and recommends transfer, promotions, termination and leave in accordance with the established Human Resource Policies and Procedures;
- Provides leadership and guidance to direct reports through effective planning, delegation, communication, training, mentoring and coaching;
- Ensures the welfare and developmental needs of staff in the Division/Unit are clearly identified and addressed;
- Establishes and maintains a system that fosters a culture of teamwork, employee empowerment and commitment to the Division's and Organization's goals;
- Supervises Cartographer and prepares work schedules and guidance as required;
- Performs any other related duties which may be assigned from time to time.

Required Knowledge, Skills and Competencies**Core:**

- Good interpersonal skills
- Strong customer and quality focus skills
- Good problem solving and conflict management skills
- Good planning and organizing skills
- Analytical thinking
- Strong leadership skills
- Integrity
- Teamwork and co-operation
- Excellent Time Management skills

Technical:

- Sound knowledge of map reading and navigational skills
- Sound knowledge of local and international soil classification systems
- Sound knowledge of geology and environmental management
- Proficiency in the use of relevant computer applications (including geographic information system)
- Methodical
- Sound knowledge of Soil Science and its application in agriculture
- Sound knowledge of GIS application system
- Knowledge of the operations of Government/Ministry's policies and procedures

Minimum Required Qualification and Experience

- BSc. Degree in Agriculture, Agronomy with specialized training in Soil Science Crop Production, Soil Science, Environmental Science, Environmental Management related area in which Soil Science forms a significant component of the course of study or equivalent post graduate qualifications and experience;
- Five (5) years' experience in related area.

Special Condition Associated with the Job

- Extensive travelling to rural areas to conduct investigations collect samples and assess sites;
- Physically fit to maneuver rugged terrain;
- Extensive field work in varying conditions;
- Overseas travel to represent the Ministry at meetings, seminars or/workshops

Applications accompanied by Résumés should be submitted **no later than Thursday, 9th September, 2021 to:**

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

Email: 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.

A handwritten signature in black ink, appearing to be 'Merle I. Tam', with a long, sweeping horizontal line extending to the right above the signature.

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