



**OFFICE OF THE SERVICES COMMISSIONS**  
(CENTRAL GOVERNMENT)  
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**CIRCULAR No. 85**  
**OSC Ref. C.4858<sup>44</sup>**

**23<sup>rd</sup> February, 2023**

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 **Senior Veterinary Biochemical Analyst (SOG/ST 6) – (Not Vacant)** in the **Veterinary Services Division (Hope Gardens Kingston), Ministry of Agriculture and Fisheries**, salary range \$4,060,697 - \$5,461,186 per annum.

**Job Purpose**

Under the supervision of the Senior Veterinary Officer (HPC/VO 2), the Senior Veterinary Biochemical Analyst (SOG/ST 6), advances animal production and productivity through the maintenance of a healthy animal population; to safeguard the wholesomeness of animal protein for human consumption.

**Key Responsibilities**

***Management/Administrative:***

- Co-ordinates the technical activities of the Diagnostic Laboratory Sub-Units;
- Develops, co-ordinates and maintains a quality assurance system;
- Designs, validates and implements experiments for leptospirosis;
- Analyzes human and animal specimen for leptospirosis;
- Collects samples from municipal and private slaughterhouses, farms and hatcheries;
- Performs surveillance exercises for animal diseases and drug residues;
- Interprets analytical and diagnostic data;
- Procures and maintains an inventory of laboratory supplies;
- Conducts literature research to improve methodologies;
- Attends laboratory committee meetings to review and update the laboratory's operational procedures;
- Performs any other related duties that may be assigned from time to time.

**Required Knowledge, Skills and Competencies**

***Core:***

- Good time management skills
- Good interpersonal skills
- Excellent oral and written communication skills
- Strong customer relations and quality focus skills
- Good problem-solving and conflict-management skills
- Good planning and organizing skills
- Goal results-oriented
- Good analytical thinking skills
- Methodical

***Technical:***

- Technical competency in microbiology, serology and molecular biology-chemistry
- Sound knowledge of research methods and investigative analysis
- Knowledge of the operations of Government/Ministry's policies and procedures
- Strong leadership and management skills
- Proficiency in the use of relevant computer applications and chemistry software

**Minimum Required Qualification and Experience**

- B.Sc. Degree in Natural Sciences from an accredited Tertiary Institution (Biochemistry/Chemistry/Microbiology/Zoology);
- Two (2) years' work experience.

**Special Condition Associated with the Job**

- Exposure to hazardous and toxic chemicals and reagents;
- Exposure to potentially harmful specimen.

Applications accompanied by résumés should be submitted **no later than Wednesday, 8<sup>th</sup> March, 2023 to:**

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

Email: **jobopportunities@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