



## Office of the Services Commissions

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### **CIRCULAR No. 350**

**OSC Ref. C. 4858<sup>46</sup>**

**11<sup>th</sup> September, 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 **Entomologist (SOG/ST 6) (Not Vacant)** in the **Plant Quarantine/Produce Inspection Branch - Kingston, Ministry of Agriculture, Fisheries and Mining**, salary range \$4,594,306 - \$6,178,830 per annum.

### **Job Purpose**

Under the direct supervision of the Pest Risk Analysis Manager (SOG/ST 7), the Entomologist (SOG/ST 6), is responsible for ensuring that intercepted insect pests are identified in order to determine whether or not shipments of agricultural products can be released for export or import. The Entomologist is also responsible for ensuring the highest quality pest-free produce and plants are exported from and imported into Jamaica.

### **Key Responsibilities**

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

- Represents the Ministry of Agriculture, Fisheries and Mining at meetings, workshops, seminars and other functions;
- Liaises and networks with other relevant Departments both within and external to the Ministry of Agriculture, Fisheries and Mining;
- Trains Plant Quarantine/Produce Inspectors in basic identification of arthropod pest;
- Participates in pest surveys and surveillance and any other research and oriented activity that may be required in the Plant Quarantine Unit and the Ministry of Agriculture, Fisheries and Mining;
- Visits areas where crops are grown for export to ensure that good agricultural practices are observed and advises on possible actions to minimize pest infestation;
- Collaborates and networks with the relevant Agencies such as RADA, USDA, CARDI and the Research and Develop Division of the Ministry of Agriculture, Fisheries and Mining.

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

- Identifies and catalogues insect pest intercepted on plants, planting material, ornamental horticultural products - fruits and vegetable entering and leaving the island;
- Ensures sound laboratory practices are observed at all times in the operation of the entomology laboratory;
- Visits farms and packaging houses to examine agricultural produce and collects, identifies, catalogues and monitors insects;
- Provides pest identification services for the Pre-clearance Programme;
- Prepares list of pest found on important non-traditional crops with special reference to the pre-clearance programme;
- Makes charts and visual aids that will assist the Plant Quarantine/Produce Inspectors in the identification of insect pest;
- Provides information as well as conducts Pest Risk Analyses for exotic pest, fruits, vegetable and planting material;
- Sets insect traps for the collection of pests that may enter the island through the ports of entry;
- Prepares and submits monthly reports;
- Charts and visual aids produced to assist Plant Quarantine Officers in insect pest identification;
- Guides the Plant Quarantine Unit on matters related to insect pests and their implications for imports and exports of agricultural produce;
- Observes sound laboratory practices in the management and operation of the Entomology Laboratory;
- Performs any other related duties that may be assigned by the Chief Plant Quarantine/Produce Inspector and Manager, Pest Risk Analysis.

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

### ***Core:***

- Good oral, written and presentation skills
- Good customer and quality service skills
- Good interpersonal skills
- High level of integrity and professionalism

### ***Technical:***

- Excellent knowledge of insect taxonomy
- Ability to use Pest Identification keys
- Good knowledge of Plant Quarantine laws and regulation
- Updated knowledge on recent plant pests as it relates to Plant Quarantine
- Sound knowledge of inspection procedures, sampling, certification and fumigation techniques
- Proficiency in the use of relevant computer applications
- Knowledge of Pest Risk Assessment, taxonomy

## **Minimum Required Qualification and Experience**

- Bachelor of Science Degree in Natural or Applied Sciences with a focus on Entomology, Pathology or related discipline;
- Two (2) years' working experience in the field of Pest Identification, Pest Risk Analysis or other related disciplines.

## **Special Conditions Associated with The Job**

- Exposure to Methyl Bromide fumigant used at the Export Complexes in the fumigation process for certain export commodities.

Applications accompanied by résumés should be submitted **no later than Friday, 22<sup>nd</sup> September, 2023 to:**

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

E-mail: [jobopportunities@moa.gov.jm](mailto: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.**



**Desreen Smith (Mrs.)  
for Chief Personnel Officer (acting)**