



Office of the Services Commissions

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CIRCULAR No. 371 **OSC Ref. C.5850¹⁴**

20th September, 2024

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 **Hydrology Technician I (Level 4) – (Not Vacant)** in the **Technical Services Branch, Water Resources Authority**, salary range \$2,190,302 - \$2,945,713 per annum.

Job Purpose

The position of Hydrology Technician I in the Resource Monitoring and Data Collection Unit is responsible for carrying out field data collection of surface and groundwater under normal and extreme conditions, and to compute and prepare the data for publication on the Webmap database, as well as the preparation of graphs, maps, and charts to show variations in ground and surface water quantity and quality for quality assurance testing and in support of the functions of the WRA's mandate, namely, water resources assessment, allocation, protection, and conservation.

Key Responsibilities

- Carries out measurements of stream flow, “Point of Zero Flow” (PZF) and Peak Stage and high flow, groundwater, download data (stage, precipitation, soil moisture), water quality sampling (surface water and groundwater);
- Carries out drought monitoring, flood inundation mapping and well pump test;
- Conducts maintenance of stream gauge stations, groundwater index wells, intensity rain gauge, soil moisture equipment, instruments, and equipment streamflow velocity meters (large type AA and pygmy), groundwater depth probes;
- Conducts, computes and checks streamflow measurement notes, stage data (logger, recorder chart and gauge height cards), logs groundwater level notes, collates and formats stage, discharge groundwater levels, precipitation, soil moisture;
- Conducts curve development and review, trend analysis and data interpolation;
- Prepares invoices for inventory;
- Completes and submits payments and claim vouchers;
- Participates and assists with Public Awareness Campaigns such as exhibitions, workshops and field trips;
- Performs any other related duties that may be assigned from time to time.

Required Knowledge, Skills and Competencies

- Hydrology training, knowledge and experience;
- Critical thinking skills;
- Hydrological data analysis and troubleshooting;
- Good oral and written communication skills;
- Customer and quality focus;
- Teamwork and collaboration;
- Ability to use own initiative;
- Integrity;
- Social skills;
- Compliance;
- Adaptability;
- Attention to detail;
- Good time management skills;
- Proficient typing and computer skills;
- Electronic technician certification;
- Construction knowledge;
- Advance knowledge in usage of Microsoft Office software; Word, Excel, PowerPoint;

- Knowledge of hydrologic databases and web-based platforms: StevensConnect, Aquarius, Hydata, GW Basic, Global Logger- soil moisture, Visala, High Seirra, Web Map Application, ArcGIS 10.0;
- Knowledge of GIS applications in hydrology;
- Ability to swim and physically fit and healthy.

Minimum Required Qualification and Experience

- Four (4) C.X.C. or equivalent (Grade 1 or 2), including Mathematics, English Language and Geography **OR** Hydrology Technician Certificate from an approved institution such as the Caribbean Institute of Meteorology and Hydrology;
- Three (3) years' experience carrying out the specialized work of water resources data collection.

Special Conditions Associated with the Job

- Wading in contaminated surface water and exposure to contaminated groundwater;
- Exposure to sewage and trade effluent;
- Exposure to deep water and the risk of drowning;
- Hiking through hilly terrain and long distances;
- Traversing heavily forested and uneven terrain;
- Exposure to insects such as ticks, wasps, scorpions, bees and to animal attacks (dogs, crocodiles, bulls);
- Exposure to criminal elements and life-threatening situations (body or skeleton at site);
- Frequent field work in dusty conditions and exposure to the elements sunshine, and Rain;
- Field work involving use of large weights on crane (50 to 250lbs);
- Field work during extreme of weather.

Applications accompanied by résumés should be submitted **no later than Thursday, 3rd October, 2024 to:**

**Director, Human Resources Management and Administration
Water Resources Authority
Hope Gardens, P.O. Box 91
Kingston 7**

via: <https://www.wra.gov.jm/opportunities/careers/>

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**