



Office of the Services Commissions

(Central Government)

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CIRCULAR No. 42 **OSC Ref. C. 6555¹⁸**

31st January, 2025

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 **Assistant Food Storage Scientist (SOG/ST 4)** in the **Food Storage Division/Microbiology Unit, Ministry of Industry, Investment and Commerce**, salary range \$2,803,771 - \$3,770,761 per annum.

Job Purpose

The incumbent is responsible for assisting the Food Storage Scientist and Senior Food Storage Scientist in the performance of all microbiological analyses by preparing a sterile working environment, relevant culture media and sterile equipment. Autoclaving and discarding of all used contaminated materials.

Key Responsibilities

Management/Administrative:

- Ensures that the Laboratory has adequate supplies of the required resources to carry out its function by maintaining an accurate record of the inventory.

Technical/Professional:

- Provides technical advice to clients on the collection and submission of the samples for analyses;
- Maintains an aseptic working area in the laboratory.

Required Knowledge, Skills and Competencies

- Competent in operating the various equipment present in the laboratory
- Possess the necessary skills to inoculate the correct media with the samples submitted for analyses
- Knowledge to enumerate bacteria and mold colonies on the culture media plates

Minimum Required Qualification and Experience

- Laboratory Technician Certification from a recognized tertiary Institution; **OR**
- Associate of Science Degree from a recognized Tertiary Institution; **OR**
- Diploma in Food Technology;
- Two (2) years' working in a recognized laboratory;
- Experience in an environment where food quality control and sanitation were practiced;
- Experience in Microbiological Techniques and application;

Special Conditions Associated with the Job

- Flexibility in working on weekends;
- Willingness to do field work.

Applications accompanied by résumés should be submitted **no later than Thursday, 13th February, 2025 to:**

Director, Human Resource Management and Development
Ministry of Industry, Investment and Commerce
4 St. Lucia Avenue
Kingston 5

Email: hrm@miic.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 read 'Desreen Smith', with a stylized flourish at the end.

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