



Office of the Services Commissions

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CIRCULAR No. 63 **OSC Ref. C. 6555¹⁸**

7th February, 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 **Food Storage Inspector (SOG/ST 5)**, in the **Food Storage and Prevention of Infestation Division, Ministry of Industry, Investment and Commerce (MIIC)**, salary range \$3,501,526 - \$4,709,163 per annum.

Job Purpose

Under the direct supervision of the Senior Food Storage Inspector, the Food Storage Inspector is responsible for carrying out Government surveillance and regulatory programme of inspection and disinfestations of entities, and to ensure food/feed is free of contamination and reduce losses due to deterioration. The incumbent also monitors the pest control industry to ensure the safe and effective use of pesticides in food establishment.

Key Responsibilities

Management/Administrative:

- Supervises Technical Assistants and Drivers;
- Collaborates with the Senior Food Storage Inspector in implementing strategies for surveillance and regulatory programme of inspection and disinfestations of food establishments, to ensure food/feed is free of contamination.

Technical/Professional:

- Writes inspection reports;
- Updates records;
- Performs disinfestation activities;
- Performs any other related duties that may be assigned from time to time.

Required Knowledge, Skills and Competencies

Core:

- Good oral and written communication skills
- Good interpersonal skills
- Good customer relations skills
- Good problem-solving skills
- Good use of initiative
- Ability to work in teams
- Good leadership skills
- Good analytical thinking
- Good planning and organizing skills

Technical/Functional:

- Excellent knowledge of ISO/IEC 17020 Standard
- Good knowledge of Codex Standard
- Sound knowledge of the FSPID Act & Regulation
- Technical skills
- Good use of technology
- Sound knowledge of Government Policies and Procedures

Minimum Required Qualification and Experience

- Bachelor of Science Degree in Natural Sciences/Agriculture/Public Health;
- Training in local and International food safety standards;
- Proficient in Computer applications;
- Three (3) years working experience in related science areas

Special Conditions Associated with the Job

- Required to travel extensively;
- Required to work early mornings, late evenings, weekends and public holidays;
- Must possess a valid Driver's License and own motor vehicle;
- Exposure to hazardous chemicals.

Applications accompanied by résumés should be submitted **no later than Thursday, 20th 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.



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