



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned position

DRIVER/OPERATOR (Level 3)

QUALIFICATION AND EXPERIENCE:-

- School leavers certificate or its equivalent
- Open general drivers license
- At least three (3) years driving experience
- Possession of trailer license would be an asset

SKILL REQUIREMENTS: -

- Good knowledge of the roads of Jamaica.
- Basic knowledge of auto mechanics.
- Knowledge of the Road Traffic Regulations.
- Oral and written communication skills
- Time management skills.
- Basic computer knowledge

PRINCIPAL DUTIES

- Operate heavy duty equipment such as Backhoes, Low Boy, Trucks, Graders, Tractors with Trailers as per license and competence.
- Conduct routine vehicle/equipment checks.
- Operate vehicles/equipment which are properly serviced, and ensure they have valid fitness, registration and insurance where applicable.
- Maintain copies of service records and other documents.
- Submit gas receipts and travel claims for payment in accordance with the Agency's policies and procedures.
- Transport Agency's personnel to stipulated destinations safely and within time frames
- Report accidents in accordance with the Agency's policies and procedures..

Salary: \$2,190,302.00 per annum

Applications should be submitted no later than Tuesday, September 03, 2024 and addressed to:

**Human Resource Manager
National Works Agency
140 Maxfield Avenue
Kingston 10,**

Or

Application can be sent via email to:

Recruitment@nwa.gov.jm

The Agency thanks all applicants. Only individuals short listed will be contacted.