



POST AND TELECOMMUNICATIONS DEPARTMENT

Applications are invited from suitably qualified persons to fill the following position in the Department

CHIEF OF SECURITY (GMG/SEG 4)

Job Summary

Under the direct supervision of the Postmaster General, the Chief of Security provides leadership and oversees the corporate/physical security functions of the Department, having responsibility for overall corporate security strategy and security architecture development of approximately 600 locations islandwide. The incumbent also has responsibility for all data/information security policies, standards, evaluations, roles, and corporate awareness and cooperates with other jurisdictions in the investigation of postal breaches.

Key Responsibilities

Management/ Administrative Responsibilities

- Overseas the effective implementation, compliance and monitoring of security plans to ensure the protection of the Department's employees, fixtures and buildings
- Prepares the operational plan and accompanying budget for the division

Technical/Professional Responsibilities

- Develops and implements flexible security solutions, dictated by the needs of the evolving decentralized business environment in which the department operates
- Ensures compliance to Postal Safety and Security processes and procedures

Key Competencies

- Possess a high level of integrity
- Capacity to think analytically
- Strong leadership skills

Qualification, Experience & Training

- First Degree in Management Studies, Business Administration or equivalent
- Certification in Occupation Health & Safety
- Post graduate training in Security Management and Intelligence Methodology, Criminal Justice/Police Science.
- Proficiency in Microsoft Office Suite
- Ten(10) years related work experience with at least four(4)years at the managerial level

The incumbent is required to be on call and travel extensively and must own a reliable motor vehicle.

For additional information visit www.jamaicapost.gov.jm

Please forward application along with resume no later than **May 13, 2016** to:

**Senior Director, Human Resource Management
Post and Telecommunications Department
6-10 South Camp Road, Kingston, CSO**

NB: Only short-listed candidates will be contacted.