

MINISTRY OF JUSTICE Career Opportunity

The Ministry of Justice (MOJ) is seeking to recruit suitably qualified persons to fill the position of **Director, Employee Relations and Welfare (GMG/SEG 2) (vacant)** in the Human Resource Management and Development Branch, Corporate Services Division; salary range \$4,266,270.00 - \$5,737,658.00 per annum.

JOB PURPOSE

Under the direction of the Senior Director, Human Resource Management and Development, the Director, Employee Relations & Welfare is primarily responsible for managing the development of the strategies that foster a safe, healthy and harmonious workplace. Additionally, the postholder also manages the processing of benefits in accordance with SHRMD guidelines and circulars.

REQUIRED QUALIFICATION AND EXPERIENCE

- Bachelor's Degree in Human Resource Management, Management Studies, Public/Business Administration, or related social sciences;
- Certification in Occupational Safety and Health
- Certification in Industrial Relations
- Four (4) years' experience in a Human Resource Management environment.

Kindly submit cover letter and resume along with the name, telephone number and email address of two (2) references, one must be a former/current supervisor ***no later than Friday, February 14, 2025 to:***

Senior Director, Human Resource Management and Development

Ministry of Justice

61 Constant Spring Road,

Kingston 10

or via

Website: moj.gov.jm/careers/apply

The Ministry of Justice thanks all applicants for their interest, but only those shortlisted will be contacted.