



CAREER OPPORTUNITY

THE ELECTORAL COMMISSION OF JAMAICA

Invites applications from suitably qualified persons for the following positions:

HANDYMAN (LMO/TS 1) – HEAD OFFICE (KINGSTON)

Job Summary

Responsible for the general cleanliness of the exterior office surroundings and provides physical support to department.

Core Duties

- Cleans office vehicles (interior and exterior) at least twice per week.
- Assists with the removal of furniture and equipment from one location to the other
- Assists with the cleanliness of the Canteen (washing utensils/pots, mopping of floor, cleaning equipment).

Minimum Qualification and Experience

- Secondary school leaving certificate. School Leaving Certificate
- Training/experience in a skilled area would be an asset.
- One (1) year experience in a similar capacity.

Remuneration: \$508,663 - \$575,505 p.a.

Applications should be submitted by Friday January 21, 2022 to:

The Director, Human Resource Management

P.O. Box 671, G.P.O., Kingston

Email: hr@ej.com.jm

We thank all applicants for their interest but only shortlisted candidates will be contacted.