

INSTITUTE OF JAMAICA

(An Agency of the Ministry of Culture, Gender, Entertainment & Sport)

Applications are invited to fill the following position at the Natural History Museum of Jamaica, a division of the Institute of Jamaica:

Assistant Field Warden (LMO/TS 1)

(Mason River Field Station, Clarendon)

JOB SUMMARY

The Assistant Field Warden is responsible for assisting in maintaining the facilities of the Mason River Field Station and common areas surrounding the Reserve.

KEY RESPONSIBILITY AREAS

1. Patrols property to monitor damages or trespassers
2. Assists in the maintenance and repair of fences
3. Assists in the maintenance of the trails and fire lines
4. Reports incidents and takes precautionary measures against fire and reports any damage by others.
5. Cuts and cleans the area around the visitor's house
6. Assists with the promotion and preparation of functions such as World Wetlands Day

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Grade 9 level education
- Three (3) months on the job training.

Applications should be submitted by **Friday, March 16, 2023** to:

**DIRECTOR HUMAN RESOURCE
DEVELOPMENT & MANAGEMENT
INSTITUTE OF JAMAICA
10-16 EAST STREET
KINGSTON
EMAIL: personnel@instituteofjamaica.org.jm**