

# **INSTITUTE OF JAMAICA**

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

Applications are invited to fill the following position at the National Gallery of Jamaica, a division of the Institute of Jamaica.

## **CONSERVATOR (SOG/ST 6)**

### **JOB SUMMARY**

The conservator cares for the artworks by applying scientific methods to investigate their preservation. The Conservator does not merely to diagnose, treat and record information, but also to carry out preventative conservation (monitoring and controlling the environment in which collections are stored or displayed) and remedial conservation (stabilizing and restoring individual objects). He/she must respect the integrity of the object and undertake appropriate treatment only within the limits of his/her professional competence and with the materials and techniques at his/her disposal. Where necessary, he/she makes recommendations on external requirements for treatment regimes.

### **KEY RESPONSIBILITIES**

- Prepares reports on conservation activities
- Prepares reports as required, on operations of conservation Laboratory
- Assists with preparations of budgets/project proposals regarding conservation
- Examines artworks in the Gallery and also those on loan, visually and scientifically, to determine their condition and the extent of decay.
- Keeps abreast of contemporary techniques for conservation of artworks. This requires serious research regarding varying approaches to conservation.
- Documents objects accepted for conservation, including photography and preliminary examination, to assess the chemical and physical condition.
- Coordinates the packaging of Art works for internal and external transportation with registrar and installation officer.
- Uses a range of instruments such as scalpels, cotton swabs, dental and carpentry tools, and solvents/adhesives.
- Liaises with museum curators and other colleagues especially IOJ Museum conservators.
- Performs other duties assigned consistent with the post level.

### **MINIMUM QUALIFICATION/EXPERIENCE**

- Postgraduate degree in fine art conservation from a reputable Institution.
- A minimum of three (3) years practical experience in the conservation of paintings.

### **Special Conditions Associated with the Job:**

- Required to work with protective gear including mask for filtering chemical fumes, overalls and gloves

### **Salary Scale:**

\$4,594,306.00 p.a. to \$6,178,830.00 p.a.

Applications should be submitted no later than Friday, June 2, 2023 to:

**THE DIRECTOR  
HUMAN RESOURCE DEVELOPMENT AND MANAGEMENT  
INSTITUTE OF JAMAICA  
10-16 EAST STREET  
KINGSTON**

**Email: [personnel@instituteofjamaica.org.jm](mailto:personnel@instituteofjamaica.org.jm)**

**FAX # 922-1147**