



The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position at the **CLARENDON HEALTH DEPARTMENT**:

PARISH PROGRAMME SPECIALIST-FOOD SAFETY-(HPC/EH 4)-VACANT

(Salary range \$5,055,684 - \$6,009,620 per annum and any allowance (s) attached to the post)

Job Summary:

Under the general direction of the Deputy Chief Public Health Inspector, the Parish Programme Specialist (Food Safety) is responsible for managing the parish food safety programme, to ensure compliance with the Ministry of Health's policy and requirements and to promote the maintenance of standards for food safety and protection. The officer works in consultation with the Regional Food Safety Coordinator, Chief Public Health Inspector and Deputy Chief Public Health Inspector.

Qualification and Experience:

- Diploma in Public Health Inspection/B.Sc. Environmental Health.
- Diploma in Meat & Other Foods Inspection.
- Post-graduate training in Management/Supervisory Management.
- Registration with the Council Professions Supplementary to Medicine.
- Minimum of five (5) years' experience working as a Public Health Inspector.

Any of the following will be definite asset:

- BSc in Environmental Health/Environmental Management
- Diploma/Certificate in computing or demonstration in the use of computers (MS Word, Power Point & MS Excel)
- Training in Project Management

Required Knowledge, Skills and Competencies:

- Knowledge of The Public Health Act (1985) and all subsidiary legislations.
- Knowledge of National Solid Waste Management Authority Act.
- Knowledge of Programme planning, implementing and evaluating techniques. public health laws and regulations.
- Knowledge of new trends and developments in environmental health, regionally and internationally
- Ability to set professional standards, motivate staff, maintain satisfactory relationships with staff, the community, and other health workers.
- Ability to recognize hazardous sanitation practises and implement remedial action.
- Excellent Oral and Written Communication skills, to include the use of information, communication & technology.
- Excellent Teamwork & Cooperation Initiative
- Customer Focus & Quality Focus

Key responsibilities to include:

Technical:

- Managing the parish's food safety and protection programme to ensure compliance with national and regional standards.
- Promoting the enforcement of applicable food safety standards, guidelines, codes and regulations in the parish.
- Coordinating/managing the health certification programmes for food handling and tourist establishments and swimming pools, including the commissioning of these facilities in the parish.
- Collaborating with stakeholders in the food and tourist's industry to ensure attainment and maintenance of the highest food safety standards in the parish.
- Establishing semi-annual meetings with tourist establishment managers, supervisors and operators.
- Developing, implementing and monitoring projects/strategies to reduce food safety hazards and risks in the region.
- Coordinating/managing the environmental health team's input in the investigation of food borne illness (FBI) outbreaks in the region
- Advising the relevant persons of FBI outbreak occurrences and interventions required.
- Coordinating food handlers' certification and food safety and protection training programmes for internal and external clients in the parish.
- Monitoring/managing food safety data management within the parish.
- Conducting audits of food handlers permits and food handling establishments' certification databases and establish self-inspection check lists in the parish.
- Tracking measures of effectiveness (inspection scores, number of outbreaks of FBI etc.)
- Examining emerging trends in food safety that could impact the parish and provides feedback and recommendations accordingly.

Strategic Leadership:

- Implementing and enforces policies and standards relating to food safety.
- Conducting research and recommends systems to enhance public and environmental health in food establishments.
- Providing information relating to food safety for strategic and operational plans.

Human Resource Management:

- Providing orientation guide (Food Safety) and conducting training sessions in Infection Prevention Control for public health staff.
- Conducting training sessions in areas related to food safety.

Applications along with resume should be sent **no later than Monday, April 29, 2024** to:

The Senior Human Resource Officer
Clarendon Health Department
1-3 Jackson Street
Denbigh, Clarendon
E-Mail - clarendonhealthdepartmentthr@gmail.com

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.

PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING**