



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 **MANCHESTER 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.

Qualifications 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:

- Manages the parish's food safety and protection programme to ensure compliance with national and regional standards.
- Promotes the enforcement of applicable food safety standards, guidelines, codes and regulations in the parish.
- Coordinates/manages the health certification programmes for food handling and tourist establishments and swimming pools, including the commissioning of these facilities in the parish.
- Collaborates with stakeholders in the food and tourists industry to ensure attainment and maintenance of the highest food safety standards in the parish.
- Establishes semi-annual meetings with tourist establishment managers, supervisors and operators.
- Develops, implements and monitors projects/strategies to reduce food safety hazards and risks in the region.
- Provides cutting edge advice and recommendations on technical advances and approaches to ensure food safety and protection in the region.
- Coordinates/manages the environmental health team's input in the investigation of food borne illness (FBI) outbreaks in the region
- Advises the relevant persons of FBI outbreak occurrences and interventions required.
- Coordinates food handlers' certification and food safety and protection training programmes for internal and external clients in the parish.

Applications along with resume should be sent **no later than Friday, June 30, 2025 via email** to:

The Senior Human Resource Officer
Manchester Health Department
5-7 Ward Avenue
Mandeville , Manchester
E-Mail - manchesterhealthjobs@gmail.com

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

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

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.