



PRIVATE SECURITY REGULATION AUTHORITY

The Private Security Regulation Authority, a department of the Ministry of National Security, is seeking to engage the services of the following posts on a **ONE** year **CONTRACT** for its **Montego Bay Regional Office**.

1. SENIOR INSPECTOR (LEVEL 8)

Salary - \$1,775,810.00 – \$2,110,880.00 p.a.
Motor Vehicle Upkeep - \$894,924.00 p.a.

Summary of Duties

To direct, plan, supervise and co-ordinate the work of the Inspection Unit of the operations department, to maximize compliance and efficiency; and monitor the operations and practices of security organizations and individuals, to ensure compliance to the Private Security Regulation Authority Act.

Qualification and Experience

1. First Degree in Management Studies, Social Work or related discipline
2. At least five (5) years' experience in administration or a related field
3. Diploma in Supervisory Management

Specific Knowledge and Competencies Required

- Sound working knowledge of the Private Security Regulation Authority Act, 1992 and other related laws
- Sound advice given to Clients, Executive Director, Operations Manager and other Officers of the Authority;
- Appropriate and timely response to emerging problems;
- Confidentiality, professionalism and integrity displayed;
- Agreed objectives, tasks and activities met within the specified time frame;
- Effective relationships and collaboration with the Authority and the Security sector;
- Maintenance of high ethical standards;
- Ability to work on own initiative, develop effective strategies, make and implement relevant recommendations;
- Ability to develop work plans and schedules for Inspectors;
- Sound working knowledge of the Private Security Regulation Authority Act, 1992 and other related laws
- Comprehensive knowledge of the private security industry
- Excellent planning and organizing skills
- Good research and analytical skills
- Excellent interpersonal and communication skills
- Proficient in Microsoft Office
- Ability to conduct inspections of security companies' premises, records and other relevant documentation
- Good team player with highly developed conflict resolutions skills

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Only shortlisted applicants will be contacted.