



MINISTRY OF LABOUR AND SOCIAL SECURITY
Social Protection for Increased Resilience and Opportunity (SPIRO) Project
(World Bank Funded)

CAREER OPPORTUNITIES

The Government of Jamaica (GOJ) has signed a loan with the World Bank to implement the SPIRO Project which will be executed by the Ministry of Labour and Social Security (MLSS) during the period May 3, 2024 to January 31, 2030. The Project aims to expand the coverage of social protection in Jamaica and improve the ability of its social protection system to respond to shocks. The MLSS is seeking to establish a Project Implementation Unit (PIU) to execute the activities under the Project. Therefore the MLSS invites applications from suitably qualified professionals to fill the following positions on the Social Protection for Increased Resilience and Opportunity (SPIRO) Project. The selection of suitable candidates for the position will be based on a total score of 75% or more as indicated below:-

1. Finance Specialist

The Finance Specialist (FS) will be responsible for the financial management functions in the Project Implementation Unit (PIU) and overseeing the day-to-day financial management functions and be responsible for all accounting, financial planning and budgeting, reporting, internal controls and the financial management system. The FS is the responsible officer and functional owner of the annual audits, budgeting (annual and supplementary), periodic financial and capital expenditure reporting including World Bank Interim Financial Reports (IFRs) and ad hoc reports of a primarily financial nature as well as the procedures, processes, techniques and tools necessary to execute these functions. Accordingly, the FS is accountable for coordination, execution, collation and submission of all documentation in satisfaction of requests and requirements from recipients of the foregoing outputs and associated inputs, whether they are produced by the Financial Management Unit or not.

Candidates must score 75% or more to be selected for the position.

- a. Competence 40%; Assessment 30%; Interview Results 20%; Qualifications 10%

The complete Terms of References are available at [here](#)

Please visit <https://www.lmis.gov.jm/> and submit applications accompanied by resumes no later than **Wednesday, February 05, 2025** addressed to

Senior Director, Human Resource Management and Development
Ministry of Labour and Social Security,
14 National Heroes Circle, Kingston 4

Applications and resumes may also be sent to: SPIROProject@mlss.gov.jm

Please note that only shortlisted persons will be contacted.