



The Firearm Licensing Authority, a statutory body with reporting relationship to the Ministry of National Security (MNS) hereby invites applications from suitably qualified individuals to fill the following position:

## **PUBLIC PROCUREMENT OFFICER (BAND**

Salary: \$2,190,302 per annum

### **Job Purpose**

The Procurement Officer under the general supervision of the Director 2, Public Procurement, the Public Procurement Officer is to assist in the procurement processes required for the acquisition of goods and services essential for the operation of the Firearm Licensing Authority. The incumbent will ensure that all procurements are conducted in accordance with the Government of Jamaica procurement guidelines and procedures (Public Procurement Act 2015).

### **Minimum required education & experience:**

- Associate degree in Public/Business Administration or related discipline
- Two (2) year working experience in a similar capacity:

Interested persons who meet the above stated criteria are asked to submit applications NO LATER THAN, Friday October 18, 2024 to:

The Manager, Human Resource Management & Development  
Firearm Licensing Authority  
91A Old Hope Road, Kingston 6  
or Email: [hrd@fla.gov.jm](mailto:hrd@fla.gov.jm)

Kindly visit the Firearm Licensing Authority's website at [www.flg.gov.jm](http://www.flg.gov.jm) for more information

**ALL APPLICANTS WILL BE REQUIRED TO PASS A SECURITY  
BACKGROUND CHECK. PLEASE NOTE THAT ONLY SHORT-  
LISTED  
CANDIDATES WILL BE CONTACTED.**