



We invite all suitably qualified candidates to apply for the post of **Monitoring & Enforcement Officer (GMG/SEG 2)**

**Salary Range: \$4,266,270- \$5,737,658 per annum.**

**Job Purpose**

To monitor Business Partner compliance with the Regulations governing LHI and Zone Operations

**Strategic Focus**

- To monitor Business Partner compliance with the regulatory requirements for LHI and Economic Zone operations
- Minimise economic leakages due to dysfunctional behaviours by Business Partners

**Qualifications & Experience**

- BSc. Degree in Planning, Public Administration, Public Policy, Economics, or related discipline,
- Knowledge of commercial law, contract law, labour law and intellectual property law,
- Knowledge of Government of Jamaica (GOJ) Procurement Rules, Regulatory Economics, Governance and Risk Management.
- At least 2-3 year's progressive experience in business
- Previous Forensic Auditing experience would be an asset

**Specific Knowledge & Skills**

- Excellent knowledge of World Trade Organisation, World Customs Organisation and Jamaican laws and legal system,
- In-depth knowledge of international trade and emerging industries requirements

- Demonstrated knowledge of SEZ Act and Regulations, processes, practices, issues and considerations and ability to advise Authority Leadership,
- Good knowledge of areas of law impacting on SEZ Act and Regulations,
- Excellent knowledge and proficiency in the use of the legislative process,
- Skilled in the use of statistical packages contemporary modelling and analytical software and database management systems,
- Highly developed research skills,
- Proficiency in the use of and Microsoft Office Suite applications,

***Job Duties and Responsibilities***

- Monitor Business Partner Compliance & Minimise Economic leakages
- Receive and review periodic compliance reports from Zone BPS
- Identify and follow-up on non-compliance with reporting requirements
- Recommend actions for non-compliant BPs
- Provide input to the annual renewal of BP operating licenses
- Provide on-going performance metrics to Authority Management, Board and Minister
- Track and trace materials imported under special concessions in relation to Partner construction and production outputs
- Follow-up and resolve discrepancies with BPs

Applications accompanied by résumés should be submitted **no later than Tuesday, 12th November 2024 to:**

**Director Human Resource Development and Management  
Special Economic Zone Authority  
13 Waterloo Road  
Kingston 10**

Email: [hrunit@jseza.com](mailto:hrunit@jseza.com)

**Please note that only shortlisted applicants will be contacted**