



The CHASE Fund is a Company of the Government of Jamaica which offers funding support to projects in Culture, Health, Arts and Early Childhood Education.

The Fund invites applications to fill the position of:

PROJECT OFFICER

Reporting to the Project Manager, the Project Officer for the CHASE Health Portfolio evaluates project proposals for their feasibility and viability with a view to determining eligibility for funding. The Project Officer is responsible for overseeing implementing projects. He/she is responsible for providing technical assistance to the projects and general support to the Projects Manager.

Qualification and Experience

- First Degree in: Management Studies, Business Administration, Public Administration, Public Sector Management or any other related discipline.
- Training in project management
- Three (3) years experience working in a similar capacity.

Knowledge, Abilities and Skills

- Proficiency in project evaluation and implementation
- Excellent analytical skills
- Sound knowledge of GOJ Procurement Guidelines
- Excellent communication skills
- Ability to liaise with stakeholders within healthcare system.

Specific Conditions associated with the job:

- Required to travel islandwide
- Must possess a valid Driver's Licence and a reliable motor vehicle.

Knowledge of the Health Sector will be a distinct advantage.

**Applications must be submitted no later than
May 3, 2019 to:**

**Culture, Health, Arts, Sports & Education Fund (CHASE)
8 Belmont Road
Kingston 5
or send to
chase12@cwjamaica.com**

**Please specify RESUME: PROJECT OFFICER in the
subject line.**

**We appreciate your interest in this advertisement;
unfortunately, only short-listed candidates will be contacted.**