



**Southern Regional Health Authority
Clarendon Health Department**

Compassion | Accountability | Respect | Efficiency

1-3 Jackson Street, Denbigh, Clarendon Jamaica WI

Tel: (876) 986-4548/ 828-1894

Website: www.srha.gov.jm



The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position at the **CLARENDON HEALTH DEPARTMENT**:

PARISH PROGRAMME SPECIALIST- INSTITUTIONAL HEALTH-(HPC/EH 4)-VACANT

(Salary range \$5,055,684 - \$6,009,620 per annum and any allowance (s) attached to the post)

Job Summary:

Under the general direction of the Chief Public Health Inspector, the Parish Programme Specialist (Institutional Health) is responsible for the monitoring of all hospitals, maternity centres and parish health centres with a view to having them compliant with standards of the Ministry of Health & Wellness as well as coordinating and monitoring activities relating to other health conditions existing at all institutions within the region.

Qualifications and Experience:

- Diploma in Public Health Inspection/BSc. Environmental Health
- Diploma in Meat & Other Foods Inspection
- Post-graduate training in Management/Supervisory Management
- Registration with the Council Professions Supplementary to Medicine
- Minimum of five (5) years' experience working as a Public Health Inspector

Any of the following will be definite asset:

- BSc. in Environmental Management
- Diploma/Certificate in computing or demonstration in the use of computers
- Training in Project Management

Required Knowledge, Skills and Competencies:

- Knowledge of The Public Health Act (1985) and all subsidiary legislations.
- Knowledge of National Solid Waste Management Authority Act.
- Knowledge of Ministry of Health Environmental Health Strategic Plan.
- Knowledge of Programme planning, implementing and evaluating techniques. public health laws and regulations.
- Knowledge of environmental and sanitation procedures.
- Knowledge of new trends and developments in environmental health, regionally and internationally
- Ability to set professional standards, motivate staff, maintain satisfactory relationships with staff, the community, and other health workers.
- Ability to recognize hazardous sanitation practises and implement remedial action.
- Excellent Oral and Written Communication skills, to include the use of information, communication & technology.
- Excellent Teamwork & Cooperation Initiative
- Customer Focus & Quality Focus

Key responsibilities to include:

Technical:

- Coordinating activities relating to the assessment of health and non-health facilities and institutions in the parish with special emphasis on Infection Prevention and Control.
- Liaising with and provides Technical advice to the Senior management team, as it relates to sanitation breaches that might be deemed critical to health and safety at institutions.
- Monitoring and assessing sanitation standards at private hospitals and medical facilities to ensure they are meeting Public Health Standards.
- Managing a system for the monitoring and assessment of sanitation standards at Educational, Care, Penal and Correctional facilities and private institutions in keeping with public health guidelines.
- Monitoring and assessing sanitation standards at Conducts special investigations in response to notification of nosocomial infections and other environmental health related complaints and report findings to MO (H) so that appropriate action can be taken.
- Maintaining records of inspection and prepares narrative and statistical reports on a monthly basis or as required and submit to CPHI, MO (H), SRHA and Ministry of Health and Wellness.
- Collating and managing Institutional Health data within the parish.
- Analyzing data pertaining to institutions and prepare reports for submission.
- Managing all legal proceedings pertaining to Institutional Health Management.

Strategic Leadership:

- Implementing and enforces policies and standards relating to water quality.
- Conducting research and recommends systems to enhance water quality in public and environmental health.
- Providing information relating to water quality for strategic and operational plans.

Human Resource Management:

- Provides orientation guide (Institutional Health) and conduct training sessions in Infection Prevention Control for public health staff.
- Conducts training sessions for other professionals and institutional health stakeholders as required.

Other:

- Participating in discussions and other efforts to assist in areas relating to public health.
- Examining emerging trends in institutional health that could impact the parish and provide feedback and recommendations accordingly.
- Any other duties as assigned by the Deputy Chief Public Health Inspector.

Applications along with resume should be sent **no later than Wednesday, March 05, 2025** to:

The Senior Human Resource Officer
Clarendon Health Department
1-3 Jackson Street
Denbigh, Clarendon
E-Mail - chdhrjobs@gmail.com

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

PLEASE INDICATE IN THE 'SUBJECT LINE' OF YOUR EMAIL THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING**

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.