



**HOUSING AGENCY OF JAMAICA LIMITED
(HAJL)**

Invites applications for the following position

PROJECT MANAGER – EDMUND RIDGE ESTATE, MONTEGO BAY, ST. JAMES

Job Summary:

Under the direction of the Senior Manager, Project Implementation, the Project Manager is responsible for managing the assigned housing development projects through the project life cycle in keeping with internal and external guidelines.

The ideal candidate should have:

Specific Knowledge, Qualifications and Experience

Education/ Experience/Specialized Techniques:

- BSc. Degree in Construction Management/Housing Construction/Civil Engineering/Architecture/Urban & Regional Planning from a recognized tertiary institution.
- Professional Certification in Project Management
- At least four (4) years' experience in Housing Construction or Design Management
- Ability to communicate effectively in both oral and written formats
- Excellent human relations skills
- Excellent design standards and technical skills
- Sound Computer Aided Design and word processing software skills
- Supervision of site personnel

Required Skills and Specialized Techniques

- Strong Construction Methodologies, Project Management and Engineering Skills, particularly civil infrastructure and housing construction
- Computer proficiency and excellent knowledge of Project Management application software (Microsoft Project, AutoCAD, Civil 3D etc.)
- Sound knowledge and application of the FIDIC, CIC and GOJ standard forms of works contract
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- Excellent knowledge of GOJ procurement policies, guidelines, processes and procedures
- Excellent knowledge of the local housing development approval processes
- Excellent knowledge of the role of the development regulatory agencies

Special Requirement

- Own and operate a reliable motor vehicle
- 90% of time spent on construction site as base

Applications and resumes` should be sent to hrmanger@hajl.gov.jm no later than Friday October 7, 2022 addressed to

**The Senior Manager
Human Resources and Administration
Housing Agency of Jamaica Limited
13 Caledonia Avenue
Kingston 5**

HAJL thanks all applicants for their interest; however, only those short-listed for an interview will be contacted.