



Office of the Services Commissions

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CIRCULAR No. 86 **OSC Ref. C. 4858⁵⁵**

4th May, 2026

Permanent Secretaries, Heads of Department and Chief Executive Officers are asked to invite applications from suitably qualified officers in their Ministries/Departments/Agencies to fill/be assigned to the posts of **Praedial Larceny Prevention Officer (GMG/SEG 2) – (2 posts – 1 vacant; 1 not vacant)** in the **Praedial Larceny and Coordination Branch (Hope Gardens, Kingston), Ministry of Agriculture, Fisheries and Mining**, salary: \$4,266,270 per annum.

Job Purpose

Under the direction of the Director, Praedial Larceny Prevention Coordination, the Praedial Larceny Prevention Officer is responsible for planning, organizing, directing, controlling and executing all Praedial Larceny activities islandwide. The incumbent will also review and propose amendments to the Praedial Larceny Laws, as well as identify factors and implement measures to make communities more resilient to Praedial Larceny.

Key Responsibilities

Managerial/Administrative:

- Prepare Work Plan consistent with scope of work;
- Prepare and submit reports;
- Develop the Unit's Strategic Plan and Budget;
- Attend meetings;
- Provide advice/guidance to all members of staff in the interpretation and application of Government policies, rules and regulations;
- Represent the Ministry/Unit at meetings, seminars and workshops related to Praedial Larceny;
- Contribute to and maintain a system that fosters a culture of teamwork, employee empowerment and commitment to the Division's and Organization's goals.

Technical/Professional:

- Undertake research and distribute information to the relevant officers;
- Collaborate with the Ministry of National Security and other key stakeholders in instituting systems and procedures generally for controlling/reducing Praedial Larceny;
- Liaise with the Ministry of National Security (MNS), RADA and other key stakeholders in intelligence gathering;
- Plan and execute joint operations with the Police, to bring persons to justice;
- Develop and establish a system to determine the economic loss of livestock due to this activity;
- Design and implement successful strategies to combat the problem;
- Liaise with the JCF to determine farming communities with the highest and lowest Praedial Larceny;
- Review and propose amendments to the laws that govern Praedial Larceny (The Praedial Larceny Prevention Act and Agricultural Produce Act);
- Collaborate with relevant Agencies of Government to expedite amendment of Legislation relating to Praedial Larceny;
- Develop and manage a sensitization programme for the Police Force and the Judiciary to build awareness about the seriousness of Praedial Larceny;
- Collaborate with RADA in instituting a system to mobilize farmers to provide intelligence;
- Establish and institute a system for the provision of incentives confidentially for information leading to the conviction of Praedial Larceny thieves;
- Partner with MNS to institute a system to empower individuals to arrest suspected Praedial Larceny thieves;
- Assist in designing a public awareness campaign promoting zero tolerance to Praedial Larceny;
- Participate in the design of a traceability system (From farm to fork) for agricultural produce;

- Coordinate work to enact legislation to forfeit the assets of Praedial Larceny thieves and their accomplices;
- Develop and establish a system to spot check legitimacy of the source of produce sold by market vendors;
- Develop and implement personalized farmers' Receipt Book;
- Conduct public relations programme to adverse impact of Praedial Larceny thieves on farming communities and overall GDP;
- Establish a strategic framework and structure with a Steering Committee to plan and direct programmes and activities;
- Coordinate the design and development of technology solutions to support and sustain prevention strategies;
- Perform any other related duties that may be assigned from time to time by the Director.

Required Knowledge, Skills and Competencies

Core:

- Good leadership and management skills
- Good interpersonal and people management skills
- Excellent oral and written communication skills
- Teamwork and cooperation
- Strong customer and quality focus skills
- Good problem solving, decision-making, planning and organizing skills
- Goals/Results oriented
- Sound integrity
- Ability to use initiative
- Strong analytical thinking skills

Technical:

- Working knowledge of Project Management
- Knowledge of the operations of Government
- Knowledge of the Ministry's policies and procedures
- Proficiency in the use of relevant computer applications
- Applicable knowledge of the Praedial Larceny Act

Minimum Required Qualification and Experience

- Bachelor's Degree in Management Studies, with Economics, Sociology, Law, Criminology, Public Policy or other related field;
- Two (2) years' experience at a middle management level;
- Public Sector and Paralegal experience would be assets.

Special Conditions Associated with the Job

- Scope of work can be stressful;
- May be required to work on weekends and Public Holidays;
- Will be required to travel in the execution of duties.

Applications, accompanied by Résumés, should be submitted **no later than Friday, 15th May, 2026, to:**

**Senior Director
Human Resource Management and Development Division
Ministry of Agriculture, Fisheries and Mining
Hope Gardens
Kingston 6**

Email: jobopportunities@moa.gov.jm

Please note that only shortlisted applicants will be contacted.

Please ensure that a copy of this circular is placed at a strategic position on the Notice Board of the Ministry/Department/Agency and brought to the attention of all eligible officers.

A handwritten signature in black ink, appearing to read 'M. Greene', with a long horizontal flourish extending to the right.

**M. Greene (Mrs.)
for Chief Personnel Officer (acting)**