



## Office of the Services Commissions

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### **CIRCULAR No. 118** **OSC Ref. C.4858<sup>55</sup>**

11<sup>th</sup> June, 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 be assigned to the post of **Farm Hand 2 (LMO/TS 3) – (Not Vacant)** in the **Veterinary Services Division (Kingston), Ministry of Agriculture, Fisheries and Mining**, salary: \$22,720 per week.

#### **Job Purpose**

Under the general supervision of the Administrative Services Officer, the Farm Hand 2 is responsible for maintaining a clean environment in the Postmortem Room and the overall maintenance of the Veterinary compound.

#### **Key Responsibilities**

- Disposes animal carcasses and other waste by burning/incineration;
- Mows lawn and clears shrubs in the yard, and attends to all gardens on the premises;
- Empties garbage bins and takes steps to eliminate pests;
- Cuts, weeds and waters lawns and trims hedges;
- Sweeps and rakes premises;
- Assists with the cob webbing of buildings and cleaning of windows;
- Assists with the removal of furniture and equipment;
- Maintains gardens and outer areas of property;
- Performs any other duties assigned.

#### **Required Knowledge, Skills and Competencies**

##### ***Core:***

- Basic oral and written communication skills
- Good customer and quality focus skills
- Good interpersonal skills
- Teamwork and cooperation

##### ***Technical:***

- Basic gardening skills
- Good dexterity
- Excellent cleaning skills

#### **Minimum Required Qualification and Experience**

- Secondary level education (Grade Nine);
- Experience with the use of lawn mowers and other equipment.

#### **Special Condition Associated with the Job**

- Exposure to water, gas fumes and smoke.

Applications, accompanied by Résumés, should be submitted **no later than Wednesday, 24<sup>th</sup> June, 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](mailto: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 stroke extending to the right.

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