



Office of the Services Commissions

(Central Government)

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25th August, 2026

Permanent Secretaries, Heads of Departments and Chief Executive Officers are asked to invite applications from suitably qualified officers in their Ministries/Departments/Agencies, to fill **vacant** post in the **National Fisheries Authority (NFA)**, as detailed in the attached Vacancy Notice.

Applications accompanied by résumés should be submitted **no later than Friday, 7th September, 2026 to:**

**The Chairman of the Board
National Fisheries Authority
2C Newport East
Kingston 11**

Email: fisherieshr@nfa.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.

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



NATIONAL FISHERIES AUTHORITY

HEAD OFFICE | 20 NEWPORT EAST, KINGSTON 11, JAMAICA

MAILING ADDRESS: P.O. BOX 470, KINGSTON 13, JAMAICA

TELEPHONE: (876)948-9014 • (876)948-6933 • (876)967-2081 • (876)967-1601

FAX: (876)924-9182 | WEBSITE: <http://www.fisheries.gov.jm>

EMAIL 1: fisheries@nfa.gov.jm • EMAIL 2: fisheries_jamaica@live.com

AQUACULTURE BRANCH | TWICKENHAM PARK, P.O. BOX 833, SPANISH TOWN, ST. CATHERINE

TELEPHONE: (876) 984-9343 • (876) 984-9444 | FAX: (876) 984-5194

August 14, 2026

ANY REPLY OR SUBSEQUENT REFERENCE TO THIS COMMUNICATION SHOULD BE ADDRESSED TO THE **CHIEF EXECUTIVE OFFICER** AND THE FOLLOWING REFERENCE QUOTED.

VACANCY – CHIEF EXECUTIVE OFFICER (LEVEL 12)

Salary: \$11,455,206 – \$15,405,979 per annum

The National Fisheries Authority (NFA) invites applications from suitably qualified and experienced persons for the position of **Chief Executive Officer (CEO), Level 12**.

JOB PURPOSE

Under the general direction of the Chairman of the Board of Directors, the Chief Executive Officer provides strategic leadership and direction for the National Fisheries Authority and advises the Board on matters affecting the fisheries and aquaculture subsectors.

The CEO leads the implementation of the Authority's approved strategic and operational plans, ensures sound organisational, financial and human resource management, and provides strategic and technical leadership for the sustainable management and development of Jamaica's fisheries and aquaculture resources. The CEO also ensures compliance with applicable national legislation and Jamaica's regional and international fisheries obligations.

KEY RESPONSIBILITIES

The Chief Executive Officer will:

- Provide strategic leadership for the achievement of the Authority's mandate, Corporate Plan, Operational Plan and approved organisational objectives.
- Advise the Board and Minister on fisheries and aquaculture policy, emerging issues, sector development and related technical matters.
- Lead an inclusive strategic planning process and monitor implementation, performance and corrective action.
- Ensure that operational plans are aligned with approved budgets and that resources are effectively and responsibly managed.
- Develop, implement and continuously review policies, systems and procedures to promote good governance, efficiency, accountability and continuous improvement.
- Exercise delegated financial and administrative authority, including responsibilities associated with the Authority's financial and operational management.
- Provide strategic leadership in accordance with the Fisheries Act, 2018, including fisheries conservation and assessment, aquaculture and fisheries development, data and statistics, and measures to prevent, deter and eliminate illegal, unreported and unregulated fishing.
- Oversee the development and periodic review of fisheries and aquaculture management plans and ensure effective implementation.
- Ensure compliance with fisheries legislation and applicable regional and international agreements, conventions and arrangements.
- Oversee monitoring, control, surveillance and enforcement of fisheries and aquaculture activities.
- Guide the development, designation and management of fisheries waters, fishing beaches, fishing and aquaculture facilities, and related infrastructure.
- Promote sustainable economic growth, employment and human resource development within the fisheries and aquaculture sectors while maintaining sound ecological and environmental standards.
- Lead the development and implementation of fisheries and aquaculture projects and identify opportunities for resource mobilisation and strategic partnerships.
- Build and maintain effective relationships with Government Ministries, Departments and Agencies, private-sector organisations, fisherfolk and aquaculture stakeholders, research institutions, development partners and regional and international organisations.
- Represent the Authority at local, regional and international meetings, conferences, negotiations and other relevant fora.
- Promote stakeholder participation, public education, information dissemination and awareness on fisheries and aquaculture matters.

- Strengthen collaboration with research and development partners and promote the application of research and innovation to fisheries, aquaculture, food security and sustainable development.
- Provide leadership and direction to staff through effective planning, delegation, coaching, mentoring and performance management.
- Ensure appropriate recruitment, training and development, succession planning and staff welfare arrangements.
- Foster a culture of integrity, professionalism, teamwork, employee empowerment, accountability and commitment to the Authority's objectives.
- Conduct performance evaluations of divisional heads in accordance with established procedures.
- Perform other related duties as necessary.

KEY ACCOUNTABILITIES / PERFORMANCE EXPECTATIONS

The successful candidate will be expected to ensure that:

- Strategic, corporate and operational plans are developed, implemented, monitored and reviewed within established timelines.
- The Authority's resources are managed efficiently and in accordance with approved budgets and applicable Government requirements.
- Fisheries and aquaculture management plans and policy advice are timely, evidence-based, technically sound and responsive to national and sectoral priorities.
- The Authority remains compliant with applicable national legislation and regional and international obligations.
- Fisheries and aquaculture regulations are effectively implemented, and enforcement, monitoring, control and surveillance arrangements are maintained.
- Reports and submissions to the Board, Minister and other relevant authorities are accurate, comprehensive and timely.
- Effective relationships are maintained with internal and external stakeholders, and the Authority is appropriately represented locally, regionally and internationally.
- Staff performance, training, development and welfare are effectively managed and organisational objectives are achieved.

REQUIRED COMPETENCIES

The successful candidate should demonstrate a high level of competence in:

Core Competencies

- Strategic vision and leadership
- Oral and written communication
- Integrity and sound judgement
- Interpersonal skills
- Teamwork and cooperation
- People and change management
- Planning and organising
- Problem solving and decision making
- Customer and quality focus
- Partnership and external relationship management

Technical Competencies

- Fisheries and aquaculture management and development
- Fisheries legislation and relevant regional and international laws, conventions and agreements
- Strategic planning and organisational development
- Project management and development
- Resource mobilisation and partnership development
- Research and application of scientific information to fisheries and aquaculture development
- Budgeting and financial management
- Use of relevant computer applications and technology

MINIMUM QUALIFICATIONS AND EXPERIENCE

Applicants must possess:

- A Master of Science Degree in Agriculture, Fisheries, Marine Biology or a related field, or an equivalent qualification;
- At least ten (10) years' overall professional experience in fisheries, aquaculture or a related field; and

- At least five (5) years' experience in a senior management capacity.

The successful candidate should have a demonstrated record of strategic leadership, organisational management, stakeholder engagement and achievement of results in a complex environment.

SPECIAL CONDITIONS

The position:

- Requires island-wide travel to fishing beaches, fish landing sites, fish processing establishments, aquaculture farms and other operational locations.
- May require travel by sea to offshore locations, including Pedro and Morant Cays.
- Requires occasional work beyond normal working hours, including weekends and public holidays.
- Requires overseas travel for regional and international meetings, conferences, negotiations and related engagements.
- Requires the ability to respond to high-pressure situations, emergencies and emerging sectoral challenges, sometimes at short notice.
- May involve working in challenging marine, coastal and offshore environments and engaging with stakeholders in difficult or high-pressure circumstances.
- May involve exposure to occupational, safety, ethical and integrity-related risks associated with the regulatory and enforcement environment.