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(Unless otherwise specified)

For more information, please contact the Department of Human Resources at 441-279-2820 or [hr@gov.bm](mailto:hr@gov.bm)

*Under Public Service Commission Regulations, the canvassing of any member of the Legislature in regard to a Government post will disqualify the applicant for appointment.*

**Closing time to apply for positions is 7:00 p.m. local Bermuda time on the stated closing date.**

## Ministry of Legal Affairs

### LEGAL AID COUNSEL

PS 36-38 \$113,480 – \$122,064

Legal Affairs HQ

Job Number: DHR00420 (870005)

Working under the direction of the Senior Legal Aid Counsel, the post-holder will provide legal services to successful applicants including representation in the Bermuda Courts in accordance with the Legal Aid Act 1980. The post-holder also provides administrative support/services in respect of the administration of the Legal Aid Scheme.

The post-holder must be a qualified Barrister and Attorney. A minimum of five years' experience as a Barrister with the ability to make sound judgments based on a wide range of legal matters is required.

**Previous applicants need not apply.**

**Closing date: 2nd July 2014**

## Ministry of National Security

### BUSINESS ANALYST

PS 30-32 \$92,096 - \$99,048

Bermuda Police Service

Job Number: DHR0249 (070693RA)

Working under the direction of the Information Services Department, the Business Analyst acts as liaison to the various divisions and units of the Bermuda Police Service in providing system design, development and implementation support. The post holder administrates the resolution of computer and software problems which may include coordinating with third party service providers. He/she is also responsible for all Systems change management processes, the administration of database management, report documentation and the supervision of a team of technical staff.

The post holder must have successfully completed a Bachelor's Degree, with a Computer Analyst Certificate or equivalent from an Academic or Technical Institute. A minimum of three years' relevant experience is required, (experience in computer systems organization as a computer analyst or a business analyst creating automated solutions to business problems). Knowledge of the IBM AS/400 operating system is desirable. Knowledge of Microsoft applications is a must, with strong analytical, programming and problem solving skills with knowledge of budgeting and purchasing systems.

The successful applicant must also possess a valid Bermuda driver's license. Shortlisted applicants may be required to undertake a skills assessment test.

**Previous applicants need not apply.**

**Closing date: 2nd July 2014**

## Ministry of Health and Environment

### NURSE (3 posts)

PS 28 - 30 \$85,639 - \$92,096

Health

Job Number: DHR00401 (220013/220395/220430)

Under the direct supervision of the Nursing Coordinator the post-holder will provide nursing care to the residents of a skilled care facility or nursing home, enabling them to maintain a quality life within the limits of their illness and/or ageing process.

The post-holder must have a B.Sc. in Nursing or equivalent from an accredited school of nursing. Registered Nurse (RN) qualifications required. Applicant must be registered with the Bermuda Nursing Council and possess current cardiopulmonary resuscitation certification (CPR). In addition, applicants must possess a minimum of three years previous experience in geriatric/convalescent care nursing. Management skills and previous experience in nursing administration is required.

**Closing date: 9th July 2014**

## Ministry of Tourism Development and Transport

### ASSISTANT DIRECTOR, MAINTENANCE & TECHNICAL SERVICES

PS 35 - 37 \$109,429 - \$115,690

Public Transportation

Job Number: DHR00230 (350237)

The Department of Public Transportation wishes to invite applications for the post of Assistant Director, Maintenance and Technical Services. The post-holder is responsible for the overall development, management and maintenance of the vehicle fleet which includes maintaining the reliability and safety of each vehicle; ensuring all technical staff receives necessary training and that they are performing competently; designing and implementing efficient and audit worthy processes; and investigating, analyzing, reporting and making recommendation on fleet and technical staff performance, ensuring the effective use of appropriate technology.

Applicants must possess a recognized Bachelor's degree in Automotive Engineering, Transport Technology or relevant subject matter with professional membership with the Society of Automotive Engineers or equivalent professional body. The successful post-holder must possess a minimum of five years' experience in fleet management.

**Closing Date: 9th July 2014**

### BUS OPERATORS

\$1091.55 per week

Public Transportation

Job number: DHR00376

The Department of Public Transportation (DPT) is a customer oriented organization which is committed to hiring Bus Operators that will work under the direction of the Traffic Supervisors and Dispatcher Inspectors to safely operate the assigned vehicle on a timely basis and within the scope of the allocated work to transport passengers safely to their destinations.

Testing will be given to determine the desired candidates to join the DPT Team. We are looking for responsible individuals that have:

- A Bermuda driver's licence for at least three years
- A citation free driving record
- The will and ability to work any five out of seven days shifts including holidays and weekends
- A practical knowledge of Bermuda's roads and landmarks
- Excellent timekeeping
- Good interpersonal skills and an even-temper which are essential to maintain a good working relationship with the public and colleagues.
- A sensitivity to others' needs and the ability to remain calm and professional whilst under pressure
- No medical issues that would hinder the post-holder's ability to sit or operate a large vehicle for long periods
- Attention to detail in appearance as bus operators are representative of Bermuda and the Government of Bermuda
- Must be willing and able to travel island-wide

Previous experience in driving heavy vehicles and in dealing with the general public in a customer oriented environment would be a valuable asset. The Department of Public Transportation maintains a substance free work environment. Applicants will be subject to initial substance abuse testing and police background checks. All employees of the Department of Public Transportation are subject to random substance abuse testing.

**Please apply online only. No telephone enquiries or paper applications.**

**Closing date: 9th July 2014**