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For more information, please contact the Department of Human Resources at 441-279-2820 or hr@gov.bm

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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 Public Works

PRINCIPAL ELECTRICAL ENGINEER

PS36-38 \$113,480 – \$122,064

Works and Engineering

Job Number: DHR00577 (820075)

The Principal Electrical Engineer works under the general direction of the Chief Engineer to manage the provision of planning, design, construction, installation and maintenance services for electrical and mechanical systems associated with the Government's facilities. This includes such areas as electrical power distribution, lighting, fire protection, security, telecommunications, heating, ventilation and air-conditioning (HVAC), plumbing, street lighting and energy conservation. The Principal Electrical Engineer acts as Government's functional authority in regards to these matters.

The post-holder must have a recognized Bachelor's Degree in Electrical Engineering and must be a corporate member of a professional body overseas and be eligible for membership of the Professional Engineers Registration Council in Bermuda. The post holder must have five years' post professional qualification experience and be fully conversant with 4th generation computer languages. Post-holder must have a proven power systems background or other recognized specialty.

Closing date: 17th December 2014

Ministry of Home Affairs

TRADE MARK OFFICER

PS30-32 \$92,096 - \$99,048

Registry General

Job Number: DHR00224 (290008)

The Trade Mark Officer works under the direction of the Registrar General to organize and develop work for the Trade Mark Section (Intellectual Property) of the Registry General. The post-holder will also be responsible for the processing of trade mark and service mark applications including assisting with the conduct of hearings under the Trade Mark Act 1974 and the Trade Mark and Service Mark Regulations of 1993. The post holder is accountable for the supervision and training of a small staff.

Interested applicants must have a Bachelor's degree in Business Administration or equivalent. A minimum of five years' experience in the field of trade mark and service mark registration with at least three years' experience in a supervisory or managerial capacity is required. Additionally, knowledge of United Kingdom trade mark and service mark laws and practices is a requirement.

Closing date: 17th December 2014

Non-Ministry

ADMINISTRATIVE OFFICER

PS20-22 \$65,879 - \$70,827

Legislature

Job Number: DHR00590 (020004)

Under the direction of the Clerk to the Legislature the Administrative Officer, is responsible for providing accurate and timely administrative and secretarial duties to support the Speaker, Deputy Speaker and Members of the House; as well as occasionally Members of Parliament to enable them to discharge their duties and responsibilities in an efficient and effective manner. In addition, the Administrative Officer also provides administrative services which include, but are not limited to budget preparation, payroll administration and accounting duties in accordance with Departmental policies and procedures and Financial Instructions.

Interested applicants are required to have successfully completed the Bermuda School Diploma (BSD) or equivalent, together with an Associate's Degree in Accounting, Business Administration or equivalent. The post also requires a minimum of three years' experience, undertaking relevant duties at a senior level.

Closing date: 24th December 2014

Ministry of Legal Affairs

PROBATION OFFICER/ CASE MANAGER

PS28-30 \$85,639 - \$92,096

Court Services

Job Number: DHR00604 (740038)

The post holder will work under the general direction of the Senior Probation Officer or the Coordinator to provide services to probationers, prisoners, parolees, trainees, individuals placed under Community Service and Drug Treatment Court Orders, the Courts, the Parole Board and the Treatment of Offenders Board in accordance with the relevant legislation, departmental mandates, protocols, policies and procedures.

Interested applicants must possess a Bachelor's degree or equivalent in Social Work, Counseling or a related field. A minimum of three years' post-qualification experience in Social Work or a related field, including experience working with offenders in individual, family and group counseling is required. Experience working with high risk individuals is an asset.

Closing date: 24th December 2014