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For more information, please contact the Department of Human Resources at 441-279-2820 or 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 Public Works

ASSISTANT PARK PLANNER

Department of Parks

PS 27 - 29 \$84,645 - \$91,025

Job Number: DHR1479 (680213)

Works under the direction of the Park Planner to develop, formulate and implement management plans, landscape designs and policies for the development and enhancement of the protected areas in accordance with the Bermuda National Parks Act. The post holder is also responsible for the maintenance and improvement of the Railway Trail and for conducting research on the environmental and historical aspects of the park system.

The post requires a Bachelor's Degree in Planning, Landscape Architecture, Architecture or relevant field of study. A minimum of three (3) years' relevant experience in park planning, and/ or landscape design and development is required.

Closing date: 28th February 2018

PARK PLANNER

Department of Parks

PS 34 - 36 \$108,409 - \$116,317

Job Number: DHR1480 (680003)

Works under the direction of the Director of Parks, and in accordance with department policies and procedures, to develop design works and landscape architecture for the Department, manage the contract for capital projects in accordance with the Annual Park Improvement Plan and to develop and formulate management plans and policies for the protected areas under the Bermuda National Parks Act. The post holder is also responsible for the renovation and interpretation of the historical sites, the maintenance and improvement of the Railway Trail and for conducting research on the environmental and historical aspects of the park system. In addition, the post holder manages the operations of the Section, including the responsibility for the financial and human resources and liaison and advisory functions.

The post requires a Master's Degree in Planning, Landscape Architecture, Architecture or a relevant field of study. A minimum of five (5) years' relevant experience in park planning, and/ or landscape design and development with at least two (2) years' supervisory experience is required. In lieu of meeting the full requirements, consideration may be given to applicants who possess a combination of education and experience which is detailed on the Government Careers Website.

Closing date: 28th February 2018

SUPERINTENDENT OF MAINTENANCE AND DEVELOPMENT

Department of Parks

PS 27 - 29 \$84,645 - \$91,025

Job Number: DHR1483 (680008)

Works under the direction of the Senior Superintendent and

in accordance with departmental policies and procedures to supervise the implementation of Government landscape programs, to carry out development and maintenance within the parks according to management plans and to clean and maintain the toilet facilities in the Parks for use by residents and visitors. The post holder also coordinates the arboricultural and woodland management activities of the Department. The post holder is accountable for the provision of administrative duties, including the production of timely and accurate reports for senior management's consideration. The post holder is also responsible for the delegated financial and human resource functions.

The post requires the successful completion of the Higher National Diploma in Arboriculture or equivalent in Horticulture and a valid heavy truck licence. A minimum of five (5) years relevant experience including at least three (3) years supervisory experience is also required.

Closing date: 7th March 2018

SUPERINTENDENT OF HORTICULTURE

Department of Parks

PS 25 - 27 \$79,185- \$84,645

Job Number: DHR1482 (680168)

Works under the direction of the Senior Superintendent in conjunction with the Curator and Park Planning section, and in accordance with department policies, procedures and the park management plan, for the production of sufficient and high quality plant material for use in the Parks, Government Offices, and other properties maintained by the Department. The post holder is responsible for ensuring that the nursery property and facilities are maintained in clean and operable conditions conducive to ideal plant propagation and cultivation. The post holder is accountable for the provision of administrative duties, including the production of timely and accurate reports for senior management's consideration. The post holder is also responsible for the delegated financial and human resource functions.

The post requires the successful completion of the Higher National Diploma or equivalent in Plant Nursery Management, Horticulture or relevant field of study and a valid heavy truck licence. A minimum of five (5) years' relevant experience including at least three (3) years supervisory experience is also required.

Closing date: 7th March 2018

The Cabinet Office

PERMANENT SECRETARY

PS47 \$184,062

Job Number DHR01490

The Permanent Secretary will work under the policy direction of the Minister and general direction of the Secretary to the Cabinet, the Permanent Secretary is accountable for providing policy advice and professional executive administrative services to the Minister in the discharge of his/her ministerial responsibilities. The Permanent Secretary is also responsible for managing and coordinating the operations of the Departments within the Ministry, providing leadership and direction to the Heads of Departments and ensuring effective delivery of services/programmes. The post-holder is also responsible for the management and administration of the Ministry Headquarters. Additionally, the post-holder is also responsible for making high level strategic Ministry decisions in alignment with the Government's vision.

Applicants must possess a minimum of ten (10) years' experience in a senior management position in the public or private sector with proven ability in financial planning and personnel management. In addition, a post-graduate qualification demonstrating a rigorous academic programme is also required.

The post-holder will be required to serve in a similar capacity in other Ministries within the Public Service and must be willing to work beyond the normal hours of work. An assessment will be administered to short-listed applicants.

Closing date: 28th February 2018