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For more information, please contact the Department of Employee and Organizational Development 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.**

ADDICTIONS COUNSELOR
Department of National Drug Control
Salary: PS 27 \$86,338
Closing Date: 18 January 2023

ADMINISTRATIVE ASSISTANT
Ministry of Legal Affairs and Constitutional Reform
Salary: PS 15 \$57,930.88
Closing Date: 18 January 2023

CASHIER
Ministry of Finance / Accountant General
Salary: PS 14 \$56,012.12
Closing Date: 18 January 2023

AQUARIST
Environment & Natural Resources
Salary: PS 18 \$64,066.25
Closing Date: 18 January 2023

PHYSIOTHERAPIST
Department of Health
Salary: PS31 \$99,849.25
Closing Date: 3 February 2023

DIRECTOR OF SOCIAL INSURANCE
Department of Social Insurance
Salary: PS 44 \$164,663.52 (Under Review)

The Government is looking for a dynamic Senior Manager to lead Bermuda's largest pension plan and the Social Insurance Department.

The Pension Fund is a fundamental pillar in Bermuda's economy, benefiting thousands of pensioners daily, paying over \$170 million in contributions annually. The Department's 25 staff operate a budget of \$3.9 million to administer the social insurance and war veterans' pensions. Pension reform is anticipated in the forthcoming period, making this is an exciting opportunity to contribute to Bermuda's socio-economic fabric and the future prosperity of residents.

The Director of Social Insurance works under the direction of the of the Financial Secretary in the provision of the Contributory Pensions Act 1970, War Pensions and Gratuities Act 1947 and the Social Security Convention between Bermuda and the United Kingdom.

The Director is responsible for the overall management and

administration of the Department of Social Insurance, to ensure the collection of insurance contributions and the payment of benefits to contributors and beneficiaries. The Director is also responsible for financial and human resources and provides advice, analyses and reports to the Minister and Financial Secretary.

Applicants must possess a Master's degree in Business Administration, Public Administration, or a related public sector field such as government, international relations, human resources, economics, finance etc. The post requires a minimum of ten (10) years' post qualification experience at a senior management level.

Consideration will be given to applicants who do not possess a Masters or a professional qualification. The applicant must have a Bachelor's Degree in Business Administration, Finance, Economics, Financial Planning, Financial Services or a related discipline or a related professional designation in Accounting or equivalent and 12 years' experience post-qualification in a senior management position in the public or private sector with proven ability in financial oversight planning leadership and management.

Closing Date: 18 January 2023

STRATEGIC EXECUTIVE LEADER IN ECONOMY AND FINANCE

FINANCIAL SECRETARY
Ministry of Finance Headquarters
Salary: PS 50 \$214,092 (Fixed)

The Government of Bermuda seeks a strategic and forward-thinking leader to help shape the future of Bermuda's economy, as the head of the Ministry of Finance.

The Financial Secretary is a member of the Government's Public Service Executive, which is responsible for the strategic management of Bermuda's Public Service.

Bermuda is a major international financial centre (IFC) known for its highly dynamic financial services sector, in particular insurance and reinsurance. Over the years Bermuda has built a reputation as an IFC that enables sound innovative financial practices while ensuring that firms operate under a regulatory and supervisory framework that is in line with international standards and keeps pace with market developments. Bermuda's Financial Secretary plays a pivotal role in acting as a bridge between the domestic economy and the international financial centre.

The current dynamic period of global change presents exciting opportunities for growth and innovation for the country and the Government. The Financial Secretary will be at the helm of developments, working alongside private sector, international, multilateral and public sector partners to further enhance Bermuda's global position, and the Government's financial strength.

The Financial Secretary works under the policy direction of the Minister of Finance and is responsible for providing economic and financial policy advice to the Minister on all international and domestic matters. As Executive leader, the Financial Secretary is responsible for the management of the economy of Bermuda, the Government's fiscal position, raising of Government revenue, and the control of Government expenditure. In addition, the post-holder provides the legislative framework in relation to the financial services sector and compliance with international tax and Anti-Money Laundering obligations. The Financial Secretary is also responsible for oversight of the departments within the Ministry, providing strategic policy leadership to both domestic and international divisions.

Applicants must possess a Master's Degree in Business Administration, Finance, Economics, Statistics, Financial Planning, Financial Services or a related discipline. A minimum of ten years' experience in a senior financial management position in the public or private sector with proven ability in setting strategic direction, financial planning, leadership and management is required.

The post-holder must be willing to work outside normal business hours as necessary. An assessment may be administered to short-listed applicants.

Closing Date: 8 February 2023