

26th September 2022 Trinidad and Tobago Vacancy Ad Report Table Of Content

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1. Heavy T- Driver and Loader WanTed in Couva

Heavy T- Driver and Loader WanTed in Couva

Heavy T- Driver and Loader WanTed in Couva
[\[View file #4969 online\]](#)

A GROWING *COUVA BASED COMPANY* IN THE WHOLESALE/ RETAIL FROZEN FOOD'S INDUSTRY IS LOOKING FOR DYNAMIC AND PROACTIVE INDIVIDUALS FOR THE FOLLOWING POSTIONS:

- **HEAVY – T DRIVER (CLASS 4)**
- **LOADER**

- REQUIREMENTS:**
- *Valid Driver's License*
 - *3 Years Heavy T Driving experience*
 - *Certificate of Good Character*
 - *2 References, including one from a past employer*

Send resumes to dfclsales29@gmail.com

2. InTernal AudiT AssisTanT Vacancy in Tobago

InTernal AudiT AssisTanT Vacancy in Tobago

InTernal AudiT AssisTanT Vacancy in Tobago

[\[View file #4970 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Internal Audit Assistant

Job Description

The Internal Audit Assistant is required to work closely with the Internal Auditor in conducting internal audit assignments throughout the Company and make recommendations that add value ensuring maximum payback to the entity or process under review.

Responsibilities

- Perform individual internal audit engagements, as part of the internal audit plan.
- Undertake planning and risk assessments relating to each assignment to ensure that the engagement identifies potential business risks.
- Perform internal audit procedures and prepare internal audit reports reflecting the results of the work performed.
- Prepare internal audit working papers.
- Perform follow-up on the status of outstanding internal audit issues.
- Assist the Internal Auditor with periodic reporting to management and the Audit Committee.
- Adhere to professional standards and practices related to the professional practice of internal auditing.
- Be a role model for the company's values and demonstrate the highest ethical standards.

Knowledge, Skills & Abilities

- Excellent analytical and organizational skills
- Knowledge and experience in accounting and bookkeeping principles as evidenced by Certificates/ Diplomas from recognized institutions, and experience gained from previous employment.
- Knowledge and use of computer systems especially spreadsheets
- Ability to communicate both orally and in writing
- Ability to work with minimal supervision
- Ability to understand and interpret oral and written instructions relating to auditing practices
- Highly self-motivated, ethical and in possession superior work ethics

Qualifications & Experience

1. Recognised Degree in Finance or Accounting
2. 3 – 5 years' experience in conducting audits
3. ACCA /CPA designation would be an asset
4. Suitable combination of qualifications and experience

Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.

For more information, contact us at 868-612-8825 ext. 2008

facebook.com/ttaltobagolinkedin.com/company/tobago-tourism-agency-ltdTobagoBeyond.com

3. MarkeTing Officer Vacancy in Tobago

MarkeTing Officer Vacancy in Tobago

MarkeTing Officer Vacancy in Tobago

[\[View file #4971 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Marketing Officer

Tobago
beyond

Job Description

The Marketing Officer will be an integral part of implementing all the marketing efforts of the Tobago Tourism Agency and for crafting well-thought out, highly integrated marketing plans that results in increasing brand awareness of destination Tobago and volume travel to Tobago.

Responsibilities

- Assist in the development, coordination and execution of integrated marketing campaigns that are unique and innovative and that is geared towards raising destination awareness and increasing visitation to Tobago.
- Maintain relationships with external agencies and partners, as well as facilitating communication with cross-functional partners.
- Facilitate the development of tourism partnerships among the travel trade.
- Evaluate the brand position and marketing strategies including analysis of competitive products and market research.
- Analyzing and evaluating the effectiveness of media mix, costs, and results.
- Participate in marketing activities locally, nationally or internationally and provide direct professional travel advice to potential visitors.
- Maintain and update collateral material related to special interest market area and niche market areas.
- Maintain a system to keep the source market representatives and airlift and cruise stakeholders apprised of all product and service improvements, innovations, opportunities and the offer of new on-island experiences.
- Escort and liaise with clients in the planning and implementation of familiarization tours and site inspections.
- Researches, analyzes and compiles travel/tourism statistics.
- Co-coordinating all promotions in target market areas
- Assist in the development and optimizing marketing budgets to meet the strategic needs of the business, deliver new customers and grow the existing customer base.

Knowledge, Skills & Abilities

- Self-motivated and proactive.
- Team player.
- Flexible, and willing to work in the constantly changing environment of a growing social enterprise.
- Conscientious and responsible.
- Ability to support and enthuse others and maintain a professional image.
- Willingness to travel and work, including some evenings and weekends.
- Excellent communication and presentation skills
- Excellent interpersonal skills.
- Excellent knowledge of the country.
- Ability to use initiative and be reliable.
- Ability to speak to public groups

Qualifications & Experience

1. A Bachelor's degree in the field of Tourism Marketing, International Marketing, Marketing or related field
2. A minimum of (5) five years working experience in Tourism related environment.
3. Strong understanding of customer and market dynamics.
4. Proficient in Microsoft Office software, sales and educational presentations.

Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.

For more information, contact us at 868-612-8825 ext. 2008

4. Office AccountTs Clerk wanTed in San Juan

Office AccountTs Clerk wanTed in San Juan

Office AccountTs Clerk wanTed in San Juan

[\[View file #4972 online\]](#)



**VACANCY FOR
MALE ONLY**
Office/ Accounts Clerk
in San Juan.

Please email Resume to
sbeharry@casat.com.
CONTACT: 674-7914

5. Office AssisTanT wanTed in Piarco

Office AssisTanT wanTed in Piarco

Office AssisTanT wanTed in Piarco
[\[View file #4973 online\]](#)

OFFICE ASSISTANT NEEDED

In Piarco area Must have experience in:

- Microsoft Word and Excel
- Excellent Communication Skills
- Ability to drive a vehicle & have a valid Drivers Permit
- At least 2 years experience in similar position

Contact: 669-7996

Email Resume: satsais@yahoo.com

6. PhoTographer and Videographer WanTed in Tobago

PhoTographer and Videographer WanTed in Tobago

PhoTographer and Videographer WanTed in Tobago

[\[View file #4974 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Photographer/Videographer

Job Description

As an essential member of the Agency's creative team, the incumbent will possess photography and videography skills and thrives working in a fast paced environment, shooting as well as editing content to accurately reflect the "Tobago beyond" brand for marketing collateral.

Responsibilities

- Creates all marketing all promotional photographs/videos for advertising campaigns, new business and digital media requirements.
- Responsible for capturing high quality product and event content, both candid and on some occasions staged.
- Responsible for capturing content for advertising campaigns
- Responsible for all photographic and video content from start to finish including capturing content and editing for the needs of output.
- Curates a strong gallery of aspirational images and video content which will be used to reflect the "Tobago beyond" brand in marketing and press.
- Plays a key role in assisting to shape the visual storyline of content touchpoints while assisting to maintain the brands digital asset library.
- Assists the marketing team with daily asset management and obtaining all creative and marketing objectives.
- Uses various media including graphics, animations, data visualisation, music and voice overs to create professional grade content.
- Coordinates all activities and materials supporting each photographic and video shoot project
- Secures and archives permissions for use of photo images from individuals.
- Remains up to date on video and photography trends to ensure that the Agency is at the forefront of content.
- Participates in press and marketing meetings

Qualifications & Experience

1. Associates degree in photography or closely related field.
2. Strong proficiency in shooting high-quality, cinematic video
3. At least five years' relevant experience
4. Strong photo/video editing skills.
5. Demonstrable photography/videography skills with a strong portfolio.

Knowledge, Skills & Abilities

- Excellent knowledge of photography/videography within the digital domain.
- Must display excellent technical and photographic skills.
- Must display a passion for both photographic and video content and a commitment to holding editorial integrity.
- Experience with industry standard editing tools and asset management software.
- Excellent IT skills especially photo/video editing software
- Good communication and people skills
- Ability to multi-task while showing commitment to detail
- Commitment to deadlines and be open to flexible working hours.
- Sound knowledge of the evolving nature of social media
- Ability to work well independently but also working alongside team members.
- Must work well under pressure.
- Must have an interest in the Tobago tourism industry.

**Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.**

**For more information, contact us at
868-612-8825 ext. 2008**

7. Tourism Business Development Officer Vacancy in Tobago

Tourism Business Development Officer Vacancy in Tobago

Tourism Business Development Officer Vacancy in Tobago

[\[View file #4975 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Tourism Business Development Officer

Job Description

The incumbent supports the Chief Executive Officer in the identification and development of primary growth markets identified in the Destination Management Plan and supports a range of business services, schemes and initiatives to deliver the Agency's business objectives to encourage growth of the tourism sector in Tobago.

Responsibilities

- Builds relationships with visitor economy stakeholders and the travel trade to develop products and incentives for third parties to attract visitors.
- Supports the development of the primary growth segments identified in the destination management plan.
- Engages in grant writing, researches, drafts, and submits proposals that help tourism stakeholders receive grant funding.
- Assists the CEO in drafting, monitoring and reporting on the operational plan for the department and liaising with the Product Development and Destination Management department (PDDM) to ensure business requirements are met.
- Proactively works with the PDDM to continually develop the business opportunities for tourism stakeholders which improve the quality of the visitor experience and align with the Agency's key strategic objectives.
- Promotes the Agency's enterprise support services and other initiatives to encourage stakeholders to improve and grow their businesses and improve the visitor experience.
- Liaises with businesses involved in key growth sectors identified in the destination management plan.
- Builds and maintains relationships with stakeholders in order to advise on developing the businesses to increase visitor numbers and enhance their experiences.
- Undertaking Tourism specific research to identify trends and opportunities.
- Works with other agencies, government bodies and various third party organisations to assist the delivery of cross stakeholder projects and campaigns.
- Develops business plans to monetise the Agency's professional services.

Skills & Abilities

- Self-motivated and proactive
- Team player
- Flexible, and willing to work in the constantly changing environment of a growing social enterprise.
- Entrepreneurial
- Ability to support and enthuse others and maintain a professional image
- Willingness to travel, including some evenings and weekends
- Excellent communication skills
- Excellent interpersonal skills
- Excellent knowledge of the country, in particular the island of Tobago
- Ability to use initiative and be reliable
- Strong analytical and problem-solving abilities
- Flexible to work long hours as required to meet project deadlines
- Able to sit in front of a computer for long hours at a time
- Emotionally intelligent

Qualifications & Experience

1. Bachelor degree in Business Management, Entrepreneurship or related field
2. Additional training in Tourism Product Development would be an asset
3. At least five years' relevant experience

Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.

For more information, contact us at 868-612-8825 ext. 2008

8. 1 TelemarkeTer Clerk and 2 General Warehouse ATTendantT Vacancy waned in CenTral

1 TelemarkeTer Clerk and 2 General Warehouse ATTendantT Vacancy waned in CenTral

1 TelemarkeTer Clerk and 2 General Warehouse ATTendantT Vacancy waned in CenTral

[\[View file #4976 online\]](#)

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**1 Telemarketer Clerk,
2 General Warehouse Attendant**

For Company in Central.
Contact: 389-0782

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9. 2 Vacancies - Trainee Asphalt Plant Operator and Trainee H.S.E. Officer Vacancy

2 Vacancies - Trainee Asphalt Plant Operator and Trainee H.S.E. Officer Vacancy

2 Vacancies - Trainee Asphalt Plant Operator and Trainee H.S.E. Officer Vacancy
[\[View file #4977 online\]](#)

VACANCY

Trainee Asphalt Plant Operator

- *Must be computer literate
- *Must possess Wireman License or equivalent.
- *Minimum 4 CXC O'Level

Trainee H.S.E Officer

- *First Aid & CPR Certificate Training.
- *Diploma level Certification
- *3 years work experience in Construction HSE environment.

Email application to:
dannysenterprisescoltd@gmail.com

10. 7 SanTa Cruz SupermarkeT Vacancies

7 SanTa Cruz SupermarkeT Vacancies

7 SanTa Cruz SupermarkeT Vacancies

[\[View file #4978 online\]](#)

**POSITION OPEN IN
SANTA CRUZ
SUPERMARKET:**

- Purchasing Officer,
- Operations Manager,
- Accountant,
- Cashiers,
- Receiving Clerk,
- Data Entry,
- Perishable Manager.

Must have grocery experience. Serious applicant only.

**EMAIL RESUME TO
marie.bal2021@outlook.com**

11. CerTified DenTisT WanTed in Tacarigua

CerTified DenTisT WanTed in Tacarigua

CerTified DenTisT WanTed in Tacarigua
[\[View file #4979 online\]](#)



**CERTIFY
DENTIST**

**Needed to work
in a Dental Clinic
located on the
Main Road in Tacarigua.**

**PLEASE CALL 385-2520, 722-0911, 640-6833
BETWEEN 8AM TO 4:00PM URGENTLY NEEDED**

12. Chinese - Thai Chef Wanted at Gaspar Grand Hotel and Conference Centre

Chinese - Thai Chef Wanted at Gaspar Grand Hotel and Conference Centre

Chinese - Thai Chef Wanted at Gaspar Grand Hotel and Conference Centre

[\[View file #4980 online\]](#)

REQUIRED**CHINESE-THAI
CHEF****MINIMUM REQUIREMENTS:**

- Food & Beverage Background
 - Managerial Abilities
 - Capable of establishing a Training Program
 - Capable of Training others
- Possess a high standard for Quality
 - Maintains a high level of professionalism
 - Capable of: Budgeting, Catering & Food Carving

**GASPAR GRANDE HOTEL &
CONFERENCE CENTRE LTD
3 ALLAN DRIVE, ENTERPRISE.**

*Also, forward a copy to:
The Chief Manpower Office
Ministry of Small &
Micro Enterprise Development,
Duke Street, POS.*

**Deadline date for submission:
21/10/22**

13. Clerical AssisTanT Vacancy

Clerical AssisTanT Vacancy

Clerical AssisTanT Vacancy

[\[View file #4981 online\]](#)**A FINANCIAL
INSTITUTION IN
SAN FERNANDO**

is seeking to engage the
services of persons who
are available to provide

CLERICAL ASSISTANT SERVICES

On a contracted basis.

Interested persons,
preferably with exceptional
Administrative skills can
email their credentials to:

**E-mail: mworrell.sfccu@gmail.com
Deadline date for applications
Friday 30th Sept., 2022**



14. CorporaTe SecreTary Legak Officer Vacancy in Tobago

CorporaTe SecreTary Legak Officer Vacancy in Tobago

CorporaTe SecreTary Legak Officer Vacancy in Tobago

[\[View file #4982 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Corporate Secretary/Legal Officer

Job Description

The Corporate Secretary/Legal Officer provides Corporate Secretarial services to the Agency's Board of Directors and legal advice generally to the Agency, including but not limited to Industrial, Contract and Corporate Governance.

Responsibilities

- Provides Corporate Secretarial advice and service to the Board assuring that the Board meets its obligations in accordance with the Laws of Trinidad & Tobago and other pertinent laws of Trinidad and Tobago
- Participates and actively contributes to the leadership and strategic direction of the Agency as a member of the Executive Management Team
- Leads and directs the Corporate Secretarial, Legal and Records Management Teams in execution and achievement of the Agency's operational goals, objectives and targets.
- Identifies, implements and maintains statutory registers and other Agency records as required by law and provides related advice to ensure the Agency meets its statutory requirements
- Provides high quality, independent advice to the Chief Executive Officer, the Board of Directors and the Management Team on all legal matters
- Provides expert opinion and guidance on matters related to labour law
- Directs and liaises with external Counsel as required and assures that the Agency's interests are properly represented in the Courts and other legal fora
- Oversees the Records Management function of the Corporation
- Creates, negotiates, manages and updates the Agency's contracts
- Liaises with the relevant Divisions/Departments of the Tobago House of Assembly as well as the Chief State Solicitor's Department to ensure the Agency's compliance with the relevant legislation and regulations
- Regulates, monitors and controls all matters pertaining to the legal management of the Agency's properties
- Acts as the management representative on employee benefit programmes initiated by the Agency for its employees
- Represents the Chief Executive Officer at meetings/functions as required
- Monitors and ensures adherence to health, safety and environmental rules, regulations and guidelines
- Performs other related duties as may be required by the job function

Qualifications & Experience

1. Bachelor's Degree in Law (LL.B)
2. LEC Qualification
3. Certification from Institute of Chartered Secretaries and Administrators will be an asset.
4. 3 - 6 years' experience in a similar position
5. Knowledge of Trinidad and Tobago Laws

Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.

For more information, contact us at
868-612-8825 ext. 2008

15. Digital Content Producer wanted at The Tobago Tourism Agency

Digital Content Producer wanted at The Tobago Tourism Agency

Digital Content Producer wanted at The Tobago Tourism Agency

[\[View file #4983 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Digital Content Producer

Job Description

The Digital Content Producer is responsible for creating, improving and maintaining content to achieve a digital marketing push for destination Tobago. The duties will also include engaging potential visitors on all social media platforms, raising brand awareness in-keeping with the destination's tone of voice.

Ideally, he/she must be a creative thinker who thrives on interacting with TTAL's audience, and has the ability to juggle multiple tasks. The ability to shoot, edit, write, produce and turn around weekly pieces as well as communicate in grammatically-solid and journalistically-sound ways are key elements of the requirements of the position.

Responsibilities

- Co-manages content across social media by creating, editing, proofreading and publishing engaging content
- Sources appropriate images/videos to accompany each post and with the relevant lead in.
- Optimises content according to key words
- Manages all social media campaigns and day to day activities including: curation of all published content; conducting online advocacy, expanding community outreach efforts, managing efforts in building online reviews and reputation
- Monitors and responds to social media conversation.
- Assists the creative team with the design of promotional materials.
- Collaborates and integrates content with partner bloggers, vloggers and influencers
- Ensures compliance with law (e.g. copyright and data protection)
- Monitors social media and company website metrics.
- Stays up-to-date with developments and generates new ideas to optimize social media presence

Qualifications & Experience

1. Bachelor's Degree in Marketing, Creating Writing or the Arts, Communications, Journalism, English or related field.
2. 3-4 years' experience
3. Certification as a social media or Google partner

Knowledge, Skills & Abilities

- A distinction in English Language and Literature
- Excellent written and verbal communication skills.
- Attention to detail
- Ability to effectively manage time and schedules
- Proficiency with popular content management systems.
- Experience with social media management.
- Creativity and the ability to develop original content.
- Ability create, compose, and edit content to reflect brand personalities
- Ability to work independently and as a member of a team
- Photography skills will be an asset

Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.

For more information, contact us at
868-612-8825 ext. 2008

16. Director of Product Development and Destination Management Services

Director of Product Development and Destination Management Services

Director of Product Development and Destination Management Services

[\[View file #4984 online\]](#)

Tobago Tourism Agency Limited

Job Vacancy

Tobago
beyond

Director of Product Development & Destination Management Services

Job Description

The Director of Product Development and Destination Management Services will be responsible for the coordination and implementation of projects and activities which will enhance the growth, quality, competitiveness and sustainability of the tourism product in Tobago. This will include all aspects of the industry marketed by the Tobago Tourism Agency Ltd and all on-island activities as specified below:

- Authentic Cultural/Heritage Products
- Dive
- Birding
- Soft Adventure and Ecotourism
- Weddings and Honeymoons
- Sports
- Health and Wellness
- Cruise
- Any other niche markets established as a priority for the destination

Responsibilities

- To develop and deliver an annual programme of activities which seeks to enhance the growth, quality, competitiveness and sustainability of the tourism product in Tobago.
- To help to develop quality standards for the tourism products and services in Tobago.
- To design, deliver and/or coordinate training and development programmes dealing with sustainable tourism and product development.
- To help to create a stronger link between the product development and marketing activities of the TTAL.
- Oversee the management and implementation of all on-island Tour Operator, Travel Agent and Media visits/activities.
- Develop materials to promote the various tourism products in Tobago.
- Liaise with other government departments and agencies, non governmental organizations, the private sector and other relevant entities to execute product development plans and activities.
- Management of Visitor Information Centres at ports of entry.
- Development and coordination of Tourism Crisis Management/Disaster preparedness plan.
- Coordination of all activities in relation to Product Development Commission.
- Assist with coordination of tourism related special events and festivals.

Qualifications & Experience

1. A Masters degree in Tourism Management, Planning or Resource Management, with not less than five (5) years experience in their field of expertise OR
2. A Bachelor's degree together with at least ten (10) years of relevant tourism experience
3. Knowledge of and experience in project management and implementation

**Please send your application letter and CV/Resume to apply@tobagotourism.org
Deadline for submission is Friday 7th October, 2022 at midnight.**

**For more information, contact us at
868-612-8825 ext. 2008**

17. Supervisors SenTries and SecuriTy Officers WanTed

Supervisors SenTries and SecuriTy Officers WanTed





Supervisors SenTries and SecuriTy Officers WanTed


[\[View file #4985 online\]](#)

VACANCY

We're currently hiring both male and female persons for
SUPERVISORS, SENTRIES & SECURITY OFFICERS

MINIMUM REQUIREMENTS:



-  Certificate of Character
-  T&T Identification
-  2 Passport Pictures
-  No Criminal History
-  Must be able to work 12hr shift anywhere in Trinidad
-  3 CXC / GCE O Level Passes
-  **Experience is a plus**



➤

APPLY WITHIN

 **LOCATIONS: NORTH, CENTRAL & SOUTH TRINIDAD**

 673-7600 / 673-5134  Gurahoo Trace, Chase Village, Chaguanas

18. Pharmacist 1 Vacancy

Pharmacist 1 Vacancy

Pharmacist 1 Vacancy
[\[View file #4986 online\]](#)

EMPLOYMENT OPPORTUNITY

PHARMACIST I (SESSIONAL)



JOB SUMMARY

To provide quality Pharmaceutical care services to all patients in a timely, efficient and effective manner and to establish, implement and update policies, procedures and operations to ensure a high quality of Pharmaceutical care.

KEY FUNCTIONS

- Instructs, trains, supervises, evaluates and disciplines Pharmacy students, junior staff and Pre-Registered Pharmacists in line with the Institution's Human Resource Policies and Procedures.
- Evaluates and restructures Pharmacy Operations where necessary.
- Verifies, administers and processes all prescriptions.
- Packages and labels dispensed Pharmaceuticals to ensure product stability and proper usage.
- Monitors all Pharmaceutical inventories in compliance with stipulated regulations.
- Provides Health facilities and Health centers with Pharmaceuticals as required.

MINIMUM REQUIREMENTS AND EXPERIENCE

- A University Degree/Diploma in Pharmacy.
- At least two (2) years' experience in a similar or related job function.
- Registration with the Pharmacy Board of Trinidad & Tobago.
- Applicants must be willing to participate in the mixing of Total Parenteral Nutrition and chemotherapy regimens for cancer patients.
- Applicants must be willing to be trained, in the use of Class II and Class III Biosafety Cabinet.

Consideration may be given to an equivalent combination of qualifications, training and experience.

DEADLINE FOR RECEIPT OF APPLICATIONS:

FRIDAY 7th OCTOBER, 2022

All applications should be addressed accordingly and submitted via **EMAIL ONLY**

GENERAL MANAGER – HUMAN RESOURCES
NORTH WEST REGIONAL HEALTH AUTHORITY
FIRST FLOOR, #1 FITZGERALD LANE,
PORT OF SPAIN, 100915

E-mail to: planning.recruitment@nwrha.gov.tt

UNSUITABLE APPLICATIONS WILL NOT BE ACKNOWLEDGED

19. RadiaTion TherapisT Vacancy

RadiaTion TherapisT Vacancy

RadiaTion TherapisT Vacancy
[\[View file #4987 online\]](#)

EMPLOYMENT OPPORTUNITY

RADIATION THERAPIST



JOB SUMMARY

The incumbent will be required to effectively treat patients using ionizing radiation for many kinds of cancer through curing of the cancer or the relieving of symptoms.

KEY FUNCTIONS

- Administers Radiation Therapy as prescribed by the Radiation Oncologist.
- Works closely with the Radiation Oncologist and the therapy team in the preparation of a treatment plan that is customized to the patient's needs.
- Maintains accurate and detailed treatment chart documentation.
- Participates in clinical research where appropriate and actively promote research activities.
- Prepares operational and informational reports and analyses as directed by and supervised by the Senior Radiation Therapist.

MINIMUM REQUIREMENTS AND EXPERIENCE

- University Degree in Radiation Therapy or Radiological Science.
- At least one (1) year experience in a similar or related job function.
- Registration with the Radiographers Board of Trinidad and Tobago.

Consideration may be given to an equivalent combination of qualifications, training and experience.

DEADLINE FOR RECEIPT OF APPLICATIONS:

FRIDAY 7th OCTOBER, 2022

All applications should be addressed accordingly and submitted via **EMAIL ONLY**

GENERAL MANAGER – HUMAN RESOURCES
NORTH WEST REGIONAL HEALTH AUTHORITY
FIRST FLOOR, #1 FITZGERALD LANE,
PORT OF SPAIN, 100915
E-mail to: wells.aalim@nwrha.gov.tt


UNSUITABLE APPLICATIONS WILL NOT BE ACKNOWLEDGED

20. ReservaTions Sales and ChaT Trinidad and Tobago POS wanTed aT American Airlines

ReservaTions Sales and ChaT Trinidad and Tobago POS wanTed aT American Airlines

ReservaTions Sales and ChaT Trinidad and Tobago POS wanTed aT American Airlines

[\[View file #4988 online\]](#)

American Airlines 

Representative, Reservations Sales & Chat Trinidad and Tobago POS

Why you'll love this job
The Reservations Sales Representative sells American airlines service to prospective customers by answering incoming calls and assisting customers in reaching satisfactory solutions to their travel needs and provides navigational support via our Chat channel on aa.com and our mobile app to allow customer to self-serve.

What you'll do

- Apply sales techniques, while providing scheduling, fare and flight information to our customers in a manner that meets the basic training and normal call guidelines
- Representatives are cross-trained to process domestic/international sales calls, including Aadvantage products
- Must display a high level of professionalism, friendliness and composure when dealing with customer including the ability to interpret and resolve customer needs
- In addition, the sales and service representatives will respond to caller inquiries in our non-airline related ventures as call volumes dictate
- All functions are performed within certain time constraints that are based on the average talk and work times of fellow employees.

All you'll need for success
Minimum Qualifications- Education & Prior Job Experience

- High school diploma
- Ability to work a variety of shifts assigned by seniority, according to operational needs
- Ability to read, write, fluently speak and understand the native and the English language
- French Speaker Preferred
- Satisfactory attendance required
- Public communication skills, required
- Operation of computer terminal and standard pc keyboard required
- Minimum 25-49 wpm typing requirement

FOLLOW THE LINK TO APPLY ONLINE

21. AccountS Service RepresentaTive WanTed aT RBC

AccountS Service RepresentaTive WanTed aT RBC

AccountS Service RepresentaTive WanTed aT RBC
[\[View file #4989 online\]](#)



Account Service Representative

Job Description

What is the Opportunity?

In this role you will be responsible for processing of simple client transactions within one or more RBC product or service line(s) utilizing on-line input to various systems ensuring quality and accuracy of incoming and outgoing workflow and/or documents.

What do you need to succeed?

Must have:

- Bank's minimum entry requirements, 5 Ordinary Level subjects including English and Mathematics
- Sound business knowledge including service and operations
- Very strong client first orientation

Nice to Have

- Certificate in Management (e.g. ABE certification)
- Exposure to relevant bank technology

Application Deadline:

2022-09-28-07:00

22. Field Officer 1 wanted a NAMDEVCO

Field Officer 1 wanted a NAMDEVCO

Field Officer 1 wanted a NAMDEVCO

[\[View file #4990 online\]](#)



**THE NATIONAL AGRICULTURAL MARKETING
AND DEVELOPMENT CORPORATION
(NAMDEVCO)**

**we're
hiring!**

Field Officer I:

- Farmers' Market
- Quality Assurance

Visit www.namdevco/vacancies for job descriptions.

Applications (must include a cover letter, a detailed Curriculum Vitae, copies of relevant certificates, Birth Certificate, and two (2) references) should be submitted by **Sunday 2nd October, 2022**, and addressed to:

The Human Resources Department
The National Agricultural Marketing and Development Corporation (NAMDEVCO)
3 ¼ mm S.S. Erin Road, Debe

OR

Email: hr@namdevco.com

23. 16 Vacancies at The Land Settlement Agency

16 Vacancies at The Land Settlement Agency

16 Vacancies at The Land Settlement Agency

[\[View file #4991 online\]](#)



NOTICE OF VACANCIES

The Land Settlement Agency invites suitable qualified persons to apply for the following positions on contract:

1) Manager, Community Development Unit	10) ICT Support Officer
2) Manager, Tenure Regularisation Unit	11) Information Systems Specialist
3) Community Development Officer	12) Internal Auditor
4) Accounts Clerk	13) Planning Technician
5) Business Operations Assistant I	14) Security Patrol Officer
6) Business Operations Assistant II	15) Senior Research Specialist
7) Courier/Driver	16) Senior Secretary
8) Field Investigator I	
9) GIS Technician	

Applicants are required to submit:

- 1) A cover letter;
- 2) Resume or CV;
- 3) Name & telephone contact of two (2) or more referees; and
- 4) Copies of all relevant academic certificates.

Applications are to be addressed to:

**The Corporate Secretary
Land Settlement Agency
Orange Grove Road South
Orange Grove Estate
Tacarigua**

To view the Job Descriptions, please visit:
www.landsettlementagency.com/vacancies

Applications can be submitted via email to **vacancies@lsa.gov.tt**, post or hand-delivered to the above address on weekdays from **8 am to 4 pm.** *(The position must be clearly stated on the envelope).*

Deadline for submission - **Friday 7th October, 2022.**

All applications will be treated with strict confidence.
Unsuitable applications will not be acknowledged.



24. 3 Vacancies at The HDC

3 Vacancies at The HDC

3 Vacancies at The HDC
[\[View file #4992 online\]](#)



HDC
HOUSING DEVELOPMENT CORPORATION
AN AGENCY OF THE MINISTRY OF HOUSING AND URBAN DEVELOPMENT

CAREER OPPORTUNITIES

Applications are invited from suitably qualified individuals to fill the following contract positions:

-  **General Manager**
Asset Management Company Ltd
-  **General Manager**
Construction Company Ltd
-  **General Manager**
Facilities and Estate Management Company Ltd

Applications must be submitted electronically to:
careers@hdc.gov.tt
with the name of the position in the subject of the email

For more information on these exciting opportunities, visit:
<https://hdc.gov.tt/career-opportunities/>

The deadline for receipt of applications is
Wednesday September 28, 2022
at 11:59 p.m.

Only suitable applicants
will be acknowledged

 HOMEwithHDC  homewithhdc  www.hdc.gov.tt  612-7HDC (7432)

