

Career Opportunity

Applications are invited from suitably qualified persons to fill the following position in the **Department of Government Chemist**.

Director, Finance and Accounts (FGM/PA 2) (Not vacant)

Salary: \$4,266,270 per annum.

JOB PURPOSE

The Director of Finance and Accounts is responsible for managing the financial affairs and accounts of the Department of Government Chemist. The incumbent will direct the department day-to-day financial operations by ensuring that proper accounting procedures and practices are engaged to facilitate achievement of the operational goals of the Department.

KEY RESPONSIBILITY

KEY OUTPUTS:

- Monthly/Quarterly/Annual/Special financial statements prepared and submitted
- Annual Budget and Cash Flow submitted
- Monthly and Fortnightly payrolls authorized
- Annual Estimate of Expenditure prepared
- Department's Budget Monitored
- Cash and other assets and resources managed
- Planned and actual revenue and public expenditure reported
- Funds Committed authorized
- Warrants Allocation authorized
- Payments, Commitments, Journals etc. authorized
- Budgetary Control reports prepared and Submitted
- Strategic and Operational Plan prepared
- Staff appraisals conducted

Required Competencies:

- Excellent knowledge of GoJ accounting principles, guidelines and laws
- Skill in operating computerized accounting systems and the Government Financial Management System.
- Excellent leadership and teambuilding skills;
- Excellent analytical and judgement skills;
- Excellent planning and organizing skills
- Excellent communication skills
- Problem solving skills.
- Excellent interpersonal skills

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Bachelor's Degree in Accounting/Management Studies with Accounting or BBA Degree from an accredited University or;
- ACCA Level 2 or;
- NVQJ Level 5, Accounting; or
- ASc. Degree in Accounting, MIND along with the Diploma in Government Accounting, MIND. AND
- Three (3) years' experience in budgeting and financial analysis in the public sector.

Applications with résumés are to be submitted **with post in subject line** no later than **Friday June 19, 2026** to:

The Government Chemist
Hope Complex
Old Hope Road
Kingston 6

Jobs@GovernmentChemist.com

We thank all applicants for their interest; however, please note that only short-listed candidates will be contacted.