



Career Opportunity

Applications are invited from suitably qualified persons to fill the positions in the Ministry of Health and Wellness (**National Epidemiology Branch**)

Database Officer (MIS/IT 3) (vacant)
Salary \$ \$2,190,302 per annum

JOB PURPOSE

The Database Officer is responsible for the administration, maintenance, and support of the Ministry's Health GIS architecture, ensuring system reliability, data integrity, user support and effective delivery of GIS service

KEY RESPONSIBILITY AREAS

Technical Responsibilities.

- Monitors the ArcGIS Enterprise Server and related GIS IT infrastructure, including scheduled checks and provide monthly report
- Enables SSL (Secure Sockets Layer) certificate and other security applications
- Creates and manages digital data forms/surveys
- Creates and manages user accounts on ArcGIS platform
- Assists in connecting and maintaining the HealthGIS network of users and the user environment
- Provides technical support to all HealthGIS users including the Health Regions and Parish Health Departments

Technical Competencies

- Knowledge of software, computer design and systems analysis
- Knowledge of client/server network protocols and internet/intranet applications
- Proficiency in the use of relevant computer applications
- Strong technical knowledge of Geographic Information Systems (GIS).
- Proficiency in the ESRI suite of ArcGIS software.
- Competency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Experience with GNSS/GIS-grade receivers and associated software.
- Computer hardware and software troubleshooting, repair and maintenance.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Associate degree in Computer Science or equivalent from a recognized tertiary institution;
- A minimum of two (2) years' experience in a similar position

OR

- Diploma in Computer Science or its equivalent from an accredited institution
- Three to four (3-4) years' experience in a similar position

Applications with résumés are to be submitted no later than **July 3, 2026** to the :
Senior Human Resource Management & Development
Ministry of Health & Wellness
40 Knutsford Boulevard
Kingston 5
jobs@moh.gov.jm

The Ministry of Health thanks all applicants for their interest; however, please note that only short-listed candidates will be contacted.