

# **VACANCIES at OSEC** *(effective June 12, 2017)*

## **ASSISTANT DIVISIONS MANAGER**

Associates Degree or equivalent in relevant work experience  
2 years of related/supervisory experience required  
Ability to lead, direct and motivate others

## **ADMINISTRATIVE CLERK**

At least 2 years administration experience  
Great Communication Skills  
Must be Computer Literate (Word, Excel, Powerpoint)

## **CHEF**

Minimum 3 years experience  
Customer service oriented  
Strong culinary skills  
Ability to create and analyze menus & Experience with menu costing

## **CREDIT & COLLECTIONS SUPERVISOR**

A degree in Business Management or related discipline  
Minimum 2 years of financial sales management is required  
Excellent management skills, sales planning and strong team building skills  
Strong probing, communication, analytical, problem solving and decision making skills  
Job experience with extensive customer contact, including building and maintaining customer relationships  
Ability to work efficiently in a high demand, team oriented and fast paced environment

## **CUSTOMER SERVICE REPRESENTATIVES**

A Minimum of 3 CXC's (**including English**)  
Bi-lingual (Spanish) a plus  
Proficient personal computer skills/Strong written and oral communication skills

## **REPORT ANALYST**

Associates Degree & 1 year experience in application development  
Technical certification a plus - Understanding of Microsoft Excel and advanced logical formulae

## **EMERGENCY MEDICINE PHYSICIAN**

Doctorate Degree in Medicine  
Licensed to practice Medicine in your country of residence  
Board certified in specialty or demonstrate active pursuit of board certification

## **HOUSE OFFICER**

Medical degree from an accredited university  
Completed internship program  
Caribbean Association of Medical Councils (CMAC) 1-2  
1-5 years experience

## **OPTOMETRIST**

BSc Degree in Optometry from a recognized and accredited University – School of Optometry  
One year postgraduate residency is required  
Must have exceptional knowledge in the use of optical diagnostic devices  
Evaluate the results of a variety of diagnostic tests & decide on the best course of treatment for patient  
Excellent interpersonal and patient care skills

## **MARINE PAINTER**

At least two years experience in bottom painting, hull painting, polishing, fiberglass repairs and cleaning of boats.

Kindly note that the **DEADLINE FOR ALL APPLICATIONS** is **Friday 16<sup>th</sup> June**