

VACANCIES Registered at OSEC (effective April 8, 2019)

ASSISTANT BAR MANAGER

Minimum 2 years' experience at Supervisor or Manager level/ Must be customer service oriented
Strong interpersonal skills and positive attitude / Superior supervisory skills & knowledge of variety of drinks

ASSISTANT DIRECTOR OF HOUSEKEEPING

Minimum 2 years' experience in a similar role / Must have strong supervisory skills / Must have a valid Driver's License
Excellent verbal and written communication skills, as well as an understanding of Microsoft Word and Excel
Must be physically able to exert effort in transporting furniture and linen, endure various movements throughout the work areas

ASSISTANT GROUP HUMAN RESOURCE MANAGER

A Minimum 5 years' experience in Human Resources / Proficient in Microsoft Office software or equivalent.
A Minimum of 2 years' experience in hospitality industry in a luxury or boutique resort or hotel
Strong planning, organisation and execution skills / Detailed knowledge of recruitment and selection methods
Strong verbal & written communication skills / Thorough understanding of Labour Laws & Union Agreements
Knowledge of performance management, compensation, benefits, payroll, employee relations, reward & recognition

AUTO BODY MECHANIC

Minimum 5 years' work experience / Must have good colour vision / Must be able to lift heavy tools and automotive parts

BAKER/PASTRY MAKER

Minimum 5 years' experience in a similar role / Minimum Secondary School Completion or Degree in Culinary Arts
Adequate verbal and written communication skills / Ability to work quick, think logically & solve problems

BARTENDER

Minimum 2 years' experience / Must have knowledge of cocktails / Reliable

CAR WASH ATTENDANT

Two years' experience / Must have a valid Driver's License / Good oral & communication skills

COST CONTROL ACCOUNTANT

Minimum two years' experience in Cost Accounting in a Manufacturing and/or Wholesale / Retail environment;
Must have a Bachelor's degree in Accounting / must have a valid Driver's License / Good communication skills

FLORIST

Minimum 4 years work experience / Must be able to plant live flowers and other greenery / Must be flexible
Must plan and design bouquets and wreaths / Must be able to accept orders from customers and plan floral arrangements accordingly

GARDENER

Minimum 5 years work experience / Must have a good knowledge of care of various plants
Must be able to keep compound free of shrubs & grass etc / Be physically fit & able to adapt a hands-on approach

HEAVY DUTY TRUCK DRIVER

Minimum 3 years' experience / Must have a valid Driver's License / Must have good communication skills / Reliable

LINE COOK

Minimum 3 years' experience in a similar role / Excellent verbal and written communication skills
Must be physically able to transport 50 pounds & endure various movements throughout the work area

MACHINIST OPERATOR

Minimum 7 years working experience as a Machinist / 5 years' experience with Metal Work, Welding & Fabrication

MAINTENANCE SUPERVISOR (Barbuda)

Minimum 2 years' work experience / Must have a Mechanical Maintenance degree or similar / Knowledge in Microsoft Office Must
be able to oversee, maintain and control Reverse Osmosis Plant and maintain and repair Hydraulic Pumps / Must be flexible

PUMP ATTENDANT

At least 1 year in a similar role / Secondary School Completion / Must be honest, reliable, flexible and a team-player

SECURITY OFFICER (Full-time & Temporary Positions)

Minimum 1-2 years' experience in a similar role / Must have a valid Driver's License and own vehicle

SERVICE CENTRE TECHNICIAN (Auto)

Minimum 2 years' working experience / Minimum five (5) CXCs including English & Mathematics

STORE PROCUREMENT MANAGER

10 years' work experience in a similar role / Must have excellent negotiating skills
Must train, coach and support junior staff to ensure supermarket operations meet international standards

Please call OSEC at 562-8533 for registration requirements