

AN ANALYSIS OF HOT OCCUPATIONS IN JAMAICA

April 3 TO June 30, 2016

This document provides quarterly analysis of job advertisements published in the Careers Section of the Jamaica Gleaner and Observer newspapers between April 3 and June 26, 2016. It highlights jobs which were available through the Electronic Labour Exchange (ELE) of the Ministry of Labour and Social Security (MLSS). An analysis was also done of Work Permits approved by the MLSS.

A summary of job openings from all sources revealed that Managers were in high demand for the period. Other jobs which figured prominently were Officers and Sales Representatives. This trend was also observed in the previous quarter.

Top 10 Occupations Advertised in Newspaper

The analysis from the newspaper was based on 2,073 jobs which were posted during the period. Of this total, 1,224 or 59.0 per cent comprised the Top Ten list. As in the previous quarters, Managerial positions emerged ahead of the other jobs on the list. For this period, Managers totalled 309 or 14.9 per cent of the Top 10 list while Officers were next with 225 or 10.9 per cent (**See Table 1**).

Table 1: Top Ten Occupations Advertised in the Career Sections of the Gleaner and Observer

Current Period			Previous Period		
Jobs	Total	Percentages	Jobs	Total	Percentages
Managers	309	14.8	Managers	306	16.1
Officers	225	10.8	Officers	196	10.3
Sales Representatives	168	8.1	Sales and Customer Service Representatives	114	6.0
Teacher	66	3.2	Administrative Assistants	104	5.5
Directors	63	3.0	Supervisors	103	5.4
Technicians	61	2.9	Teachers	101	5.3
Nurses	47	2.3	Clerks	70	3.6
Auditors/Auditing Clerks	45	2.2	Technicians	60	3.2
Coordinators	43	2.1	Engineers	46	2.4

Engineers	54	2.6	Accountants	43	2.3
Total	1,081	52.04		1,143	60.1

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

A further disaggregation was done of the Top Ten jobs advertised. The types of Managers which were needed included Accounting, Assistant, Property, Business Developer, Canteen, Customer Care, Operations, Production, Project, Sales and Warehouse. Meanwhile, Officers comprised Administrative, Data Entry, Logistics, Sales and Marketing. Sales Workers included Beverage, Sales Associate Marketing Representatives and Sales Representatives (See **Table 1A**).

Table 1A: Disaggregation of Top Ten Jobs

Jobs	Job Titles
Managers	Accounting, Accreditation, Area, Assistant, Property, Audit, Audit Staff, Bar, Brand, Business Developer, Canteen, Collections, Compensation and Benefits, Customer Care, Distribution, Divisional, Education, External Audit, Factory, General, Grounds men, Hotel, Inventory, Maintenance, Brand, Branch, Business Development, Front Office, Information, Operations, Production, Project, Restaurant, Sales, Warehouse, Senior.
Officers	Administrative, Data Entry, Marketing, Logistics, Sales and Marketing,
Sales Representatives	Beverage Sales Associate, Sales Representatives, External Sales Associate, Sales Agent, Marketing Representatives
Teachers	Communications Studies, Law, Librarian, Chemistry, Geography, Social Studies, Information Technology, Sociology, Art & Design, French, Mathematics, Spanish, History, English Language
Directors	Creative, Finance, Corporate Sales, Sales and Marketing, Flight Safety, Human Resource, Audit, Zonal Operations, Public Relations, Human Resources Administration,
Technicians	Accounting, Electro-Mechanical Maintenance, Emergency Medical, Food, Heat Ventilation & Air-Condition, IT, Laboratory, Lighting, Machine, Maintenance & Refrigeration, Mobile Network Drive Test, Dialysis, Pharmacy, Support, System Control
Nurses	Dialysis, Assistant, Registered, NICU, Anaesthetist, Educator, Midwife, Operating Theatre, Practical, Public Health, School, Specialist
Auditors/Auditing Clerks	Assistant, Senior, External, Associate, Chief Internal, Internal, Income, Night
Coordinators	Agribusiness and Marketing, Airport, Assistant Campus, Entertainment, Fleet, People Development, Sales and Marketing, Social Media, Environment, Health & Safety, Local Project, Marketing & Growth, Material Supply, Office and Placement
Engineers	Architectural, Aircraft Maintenance Duty, Biomedical, Civil, Structural, Electrical, Electro-Mechanical, Controls, Utility, Infrastructure and Technical, Maintenance, Mechanical

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

Advertisement by Occupational Group

The jobs advertised were classified by occupational groups¹ for the period under review. “Professionals” had the highest number of advertisements, totalling 818 or 39.5 per cent. The second largest was “Managers” with 439 or 21.2 per cent. “Skilled Agricultural, Forestry and Fishery Workers” was the smallest with 7 or 0.3 per cent. Elementary Occupations was next with 27 or 1.3 per cent (See Table 2).

Table 2: Number of Advertisements by Occupational Group

Rank	Occupational Groups	Totals	Percentage
1	Professionals	818	39.5
2	Managers	439	21.2
3	Technicians and Associate Professionals	361	17.4
4	Service and Sales Workers	193	9.3
5	Clerical Support Workers	140	6.8
7	Craft and Related Trades Workers	57	2.7
8	Plant and Machine Operators and Assemblers	31	1.5
6	Elementary Occupations	27	1.3
9	Skilled Agricultural, Forestry and Fishery Workers	7	0.3
Total		2,073	100

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

Each occupational group was further disaggregated based on the Top Ten occupations advertised. For the “Professionals”, the Top Ten group included Officers, Accountants and Teachers. Restaurant, Bar and Warehouse Supervisors topped the list of “Managers”, while Sales Representatives was ahead for the “Technicians and Associate Professionals” (See Table 3).

Among the “Service and Sales Workers”, Floor, Kitchen Supervisors and Food and Beverage, were mostly in demand. Administrative and Billing Clerks were the most advertised jobs for “Clerical Support Workers”. Janitors headed the “Elementary Occupations”, while Dump Truck Drivers topped “Plant and Machine Operators and Assemblers”. Electricians were highest for “Technicians and Associate Professionals”. In terms of the “Skilled Agricultural, Forestry and Fishery Workers” group, Agribusiness and Marketing Coordinators and Agricultural Extension Officers were among the positions advertised.

¹ Jamaica Standard Occupational Classification 2015.

Table 3: Top Jobs by Occupational Groups

Occupational Group	Top Occupations	Number of Advertisements	Percentages
Professionals	1. Officers (Human Resource Officers, Client Facilitation, Transport Management)	487	59.4
	2. Accountants		
	3. Teachers		
	4. Nurses		
	5. Engineers		
	6. Directors		
	7. Audit Workers		
	8. Lecturers		
	9. Analysts		
	10. Assistants		
Managers	1. Supervisors (Bar, Maintenance, Restaurant, Warehouse)	232	52.8
	2. Sales Managers		
	3. Principals		
	4. Marketing Managers		
	5. Project Managers and Directors		
	6. Assistant Managers		
	7. Operations Managers		
	8. General Managers		
	9. Brand Managers		
	10. Brand, Warehouse and Maintenance Managers		
Technicians and Associate Professionals	1. Sales Representatives	199	55.1
	2. Administrative Assistants		
	3. Technicians (Ammonia, Heating Ventilation and Air Conditioning, Information Technology, Lighting, MRI and Pharmacy)		
	4. Supervisors (Building, Golf Course, Inventory, Maintenance, Merchandiser, Operations, Retail Store, Construction, Toll & Safety)		
	5. Chefs (Sous, Chef D'Parte, Executive, Head, Indian, Pastry)		
Service and Sales Workers	1. Supervisors (Floor, Food & Beverage, Housekeeping, Kitchen, Paintball, Cosmetics, Service, Station, Store, Restaurant, Sanitation, Spa)	100	52.1
	2. Sales (Point of Sales Agent, Floor Sales, In-house Sales)		

Occupational Group	Top Occupations	Number of Advertisements	Percentages
Clerical Support Workers	Representatives, Sales Agents, Travelling Sales Representatives)		
	3. Cooks		
	4. Cashiers		
	5. Bartenders		
	6. Housekeepers		
	7. Janitors		
Elementary Occupations	1. Clerks (Accounting, Administrative, Billing, Cash Office, Sales, Inventory, Internal Audit, estimating, Property)	82	63.1
	2. Secretaries (Senior)		
	3. Customer Service Representatives		
	4. Receptionists		
	5. Sales Representatives		
	6. Warehouse Clerk		
Plant and Machine Operators and Assemblers	1. Janitors	26	100
	2. Packers		
	3. Sanitation Workers		
	4. Wrappers		
	5. Office Assistants		
	6. Kitchen Workers		
	7. Gardener		
	8. Watchmen		
Craft and Related Trades Workers	1. Drivers(Coach, Truck, Bearer, Delivery)	37	100
	2. Wrecker Operators		
	3. Dump Truck Drivers		
	4. Excavator Operators		
	5. Machine Operators		
	6. Treatment Plant Operators		
Skilled Agricultural, Forestry and Fishery Workers	1. Electricians	30	52.6
	2. Mechanics		
	3. Refrigeration Technicians		
	4. Elevator Installers		
	5. Operations & Maintenance Technicians		
	6. Machine Attendants		
	7. Fabricator/Sign Installers		
	8. Pizza/Pastry Chef		
Skilled Agricultural, Forestry and Fishery Workers	1. Agribusiness and Marketing Coordinators	18	100
	2. Agricultural Extension Officers		
	3. Financial Controller		
	4. Agricultural Assistant		

Occupational Group	Top Occupations	Number of Advertisements	Percentages
	5. Forest Rangers 6. Advisory Officers 7. Environmental Management Specialists 8. Food Safety and Lab Technician Quality Assurance Officers 9. Information Technology- Project Management Business Analysts 10. Executive Assistants		

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

Advertisements by Industry

For the quarter, job vacancies were highest in the “Real Estate, Renting and Business Activities” industry, totalling 537 or 28.3 per cent. Next was “Education” at 277 or 14.6 per cent. Following closely was the “Hotels and Restaurants” industry with 266 or 14.0 per cent (See Table 4).

Table 4: Total Jobs advertised by Industry

Industry Groups	Number of Jobs Advertised	Percentages
Real Estate, Renting and Business Activities	537	28.3
Education	277	14.6
Hotels and Restaurants	266	14.0
Public Administration and Defence, Compulsory Social Security	219	1.5
Financial Intermediation	155	8.2
Health and Social Work	107	5.6
Wholesale and Retail Trade; Repair of Motor Vehicles, Motorcycles and Personal and Household Goods	100	5.2
Manufacturing	70	3.7
Transport, Storage and Communications	40	2.1
Other Community, Social and Personal Activities	29	1.5
Extra-Territorial Organizations and Bodies	26	1.4
Construction	22	1.2
Agriculture, Hunting and Forestry & Fishery	18	0.9
Electricity, Gas and Water Supply	19	1.0
Mining and Quarrying	14	0.7
Private Households with Employed Persons	0	0
No Industry Stated	174	8.4
Total	2,073	100

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

A review of the top occupations was also done for the industries. The leading jobs in the “Real Estate, Renting and Business Activities” industry were Area, Bar, Branch, Business Development, Customer Care, Finance and Production Managers. These were followed by Markets Support, Mapping and Logistics Officers.

Hotel and Restaurant Managers were the most advertised positions for the “Hotels and Restaurants” industry. Next on the list were Sous, De Partie and Pastry Chefs.

For the “Education” industry, Teachers were in greatest demand. The category of teachers needed included English Language and English Literature, Mathematics, Business, Physics and Chemistry Teachers, Lecturers followed. The types of Lecturers included Nursing, Economics, Mathematics and Marketing Lecturers.

Jobs in Accounting were the leading vacancies in the “Financial Intermediation” industry. Managers such as Credit Risk Management, Financial, Human Capital and Personal Banking were next on the list. Nurses were mostly in demand for the “Health and Social Work” industry. These included Registered, Operating Theatre and Neo-natal Intensive Care Unit (NICU) nurses. Pharmacy Technicians and Pharmacists were the next most frequently advertised positions for the industry.

Sales Executives and Representatives headed the “Wholesale and Retail Trade; Repair of Motor Vehicles, Motorcycles and Personal and Household Goods” industry, followed by Bakery and Warehouse Managers.

Communications, Education and Billing and Collections Officers were ahead in the “Public Administration and Defence Compulsory Social Security” industry, while Managers followed. These Managers included Accreditation, Legal Services and Industrial Relations Managers. In the “Electricity, Gas and Water Supply” industry, Electricians topped the list, ahead of Engineers.

Construction and Project Managers were the leading jobs advertised in the “Construction” industry, followed by Foremen and Operations and Project supervisors. Coach and Delivery Drivers topped the list for the “Transport, Storage and Communications” industry. Meanwhile Officers to include Investigating, Targeted Outreach and Data Entry led the “Other Community, Social and Personal Activities” industry, ahead of Machine Technician and Attendants.

Compared to the previous quarter, there was an increase the number of vacancies advertised during the April-June quarters for the “Agriculture, Hunting and Forestry” industry. Agribusiness and Marketing Coordinator positions topped the list just ahead of Agricultural Assistants. For the “Mining and Quarrying industry”, Dump Truck drivers were mostly in demand, followed by Excavator Operators. There were no advertisements for the “Private Households with Employed Persons” and “Fishing” industry (**See Table 5**).

Table 5: Top Jobs Advertised by Industries

Industry	Top Five Occupations	Total	Percentages
Real Estate, Renting and Business Activities	<ol style="list-style-type: none"> 1. Managers (Area, Bar, Branch, Business Development, Customer Care, External Audit, Factory, Field, Finance, Food & Beverage, General, Internal Audit, Information Technology, Maintenance, Marketing, Production, Quality Assurance) 2. Officers (Marketing, Markets Support, Communications, Geographic Information Systems, Human Resource, Mapping, Logistics, Project, Client Facilitator, Procurement, Research and Risk Assessment, Research, Safety, Legal, Trade Development) 3. Sales Representatives 4. Accountants and Accounting Clerks 5. Administrative Assistants 6. Directors 7. Customer Service Representatives 8. Cashiers 	433	80.6
Education	<ol style="list-style-type: none"> 1. Teachers (Business, English A&B, IB Art, History, Mathematics, Physics and Chemistry) 2. Lecturers (Nursing, Economics, Mathematics and Marketing) 3. Principal 4. Bursar 5. Administrative Assistant 6. Nurses 7. Deans of Discipline 8. Accounting Workers 	176	63.5
Hotels and Restaurants	<ol style="list-style-type: none"> 1. Managers (Hotel, Project, Operation, Project, Restaurant) 2. Chefs (Sous, De Partie, Pastry) 3. Supervisors (Restaurant, Food & Beverage, Stewarding) 4. Cooks (Line, Pastry) 5. Kitchen Workers 6. Bartenders 7. Housekeepers 8. Lifeguards 	142	68.9
Public Administration and Defence	<ol style="list-style-type: none"> 1. Officers (Billing and Collections, Business Development, Case, Communications and Customer, 	151	68.9

Industry	Top Five Occupations	Total	Percentages
Compulsory Social Security	Compliance, Education, Facilities, Information) 2. Managers (Accreditation, Legal Services, Human Resources and Industrial Relations, Marketing, Public Cleansing) 3. Consultants 4. Directors 5. Accounting Officers 6. Administrators 7. Psychologists 8. Medical Officers 9. Representatives		
Financial Intermediation	1. Accounting Workers 2. Managers (Credit Risk Management, Financial, Human Capital, Personal Banking, Payment) 3. Auditors 4. Sales and Marketing Representatives 5. Business Analysts 6. Credit Officers	103	66.5
Health and Social Work	1. Nurses (Registered, Operating Theatre, NICU) 2. Pharmacists and Pharmacy Technicians 3. Managers (Education and Personnel) 4. Dental Practitioners 5. Radiographers 6. Medical Practitioners 7. Sonographers 8. Emergency Room Technicians	100	93
Wholesale and Retail Trade; Repair of Motor Vehicles, Motorcycles and Personal and Household Goods	1. Sales Executives and Representatives 2. Managers (Bakery, Warehouse and Sales) 3. Supervisors (Inventory, Merchandiser, Promotions, Store, Warehouse) 4. Certified Mechanics 5. Accounting Employees 6. Drivers (Sales and Truck)	69	69.0
Manufacturing	1. Managers (Food Safety, HR, Inventory) 2. Sales Representatives 3. Supervisors 4. Human Resource Officers 5. Technicians 6. Analysts	27	67
Transport, Storage and Communications	1. Drivers (Coach, Delivery, Bearer) 2. News Director 3. Officers (Media and Communications Officer, Statistical, Transport Management)	22	56.4

Industry	Top Five Occupations	Total	Percentages
	<ol style="list-style-type: none"> 4. Property Underwriter 5. Technical Support Representative 6. Warehouse Clerk and Supervisor 7. Social Media Bloggers 8. Network Administrator 9. 		
Other Community, Social and Personal Activities	<ol style="list-style-type: none"> 1. Officers (Investigating, Targeted Outreach and Data Entry) 2. Machine Technician and Attendant 3. Managers (Database and General) 4. Psychologist 5. Porter 6. Treatment and Care Coordinator 7. Communication and Visibility Consultant 8. Patient Care Assistant 	20	69
Extra-Territorial Organizations and Bodies	<ol style="list-style-type: none"> 1. Project and Programme Officers 2. Senior Officers 3. Programming and Training Specialists 4. 	14	53.8
Construction	<ol style="list-style-type: none"> 1. Managers(Construction, Project, Customer Relations) 2. Foreman, Operations and Project Supervisors 3. Accountants 4. Infrastructure, Civil, Structural Engineers 5. Contractors 6. Quantity Surveyors 7. Carpenters 	22	100
Agriculture, Hunting and Forestry & Fishery	<ol style="list-style-type: none"> 1. Agribusiness and Marketing Coordinator 2. Agricultural Assistant 3. Project Development Specialist Environmental Officer 4. Field Advisors/Officers 5. Forest Ranger 6. Quality Assurance Officer 	16	84
Electricity, Gas and Water Supply	<ol style="list-style-type: none"> 1. Electricians 2. Engineers 3. Air Conditioning and HVAC Technicians 4. Driver 5. Process Development Officer-Wastewater 6. Service Station Supervisor 7. Research Scientist-Natural Products 8. Hydro geologist 9. Chemical Biologist 	18	100
Mining and Quarrying	<ol style="list-style-type: none"> 1. Dump Truck Drivers 2. Excavator Operators 	14	50

Industry	Top Five Occupations	Total	Percentages
	3. Communications Officer 4. Programmer/Analyst 5. Controls Engineer 6. Vehicle Shop Technician 7. Resource Protection Coordinator		

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

REQUIRED CERTIFICATION AND QUALIFICATION FOR JOB ADVERTISEMENTS

Of the 2,073 vacancies analyzed, 79 per cent specified the required qualifications or certifications for the jobs. Thirty one per cent stated a Bachelors or First Degree (**See Table 6**). This level of qualification was mostly required for Accountants, Business Analysts, Auditors, Managers and Principals and the “Professionals, “Technicians and Associate Professionals” and “Managers” Occupational Groups.

A minimum of three (3) CXCs was the second leading qualification, which accounted for 95 or 5.8 per cent of the required qualification. These qualifications were mainly required for the “Clerical and Support Workers” and “Service and Sales Workers” group.

Accounting certification, for example ACCA, AAT or CAT level I-III were next with 77 or 4.7 per cent.

Skills that were deemed as assets included an excellent command of the English Language both written and verbal, computer literacy and excellent interpersonal skills.

For most positions, working experience or training in a related field were critical for successfully attaining a job. Fifty four percent of the jobs advertised required person with working experience. Of this amount 54 per cent required persons with 3-5 years of and 14 per cent 1-2 years of experience.

Table 6: Qualifications Required

Types of Qualification	Numbers	Percentages
Bachelors Degree	647	39.5
CXC, CSEC	95	5.8
Masters	86	5.3
AAT, CAT, ACCA	77	4.7
Certification	75	4.6
Associate Degree	46	2.8
Diploma	41	2.5
PHD	36	2.2
HEART/NTA	24	1.5
High School	20	1.2

Types of Qualification	Numbers	Percentages
Doctor of Medicine	4	0.2
Other qualification	486	29.7
Unlisted	436	21.0
Total	2,073	100

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

JOB ADVERTISEMENTS BY PARISH

Kingston and St. Andrew (KSA) received the highest number of job vacancies, totalling 641 or 48.9 per cent of the jobs advertised. St. James followed, totalling 198 or 15.1 per cent. The lowest number of vacancies was observed in Trelawny with 11 or 0.8 per cent, followed by St. Thomas with 16 or 1.2 per cent (See Table 7).

Table 7: Total Job Advertisements by Parish

Parish/Locality	Total Jobs Advertised	Percentages
KSA	640	48.9
St. James	198	15.1
St. Ann	131	10
St. Catherine	80	6.1
Manchester	77	5.9
Clarendon	46	3.5
Westmoreland	42	3.2
St. Elizabeth	25	1.9
Hanover	22	1.7
St. Mary	22	1.7
St. Thomas	16	1.2
Trelawny	11	0.8
Total Parish Stated	1,310	

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

For KSA, Managers including Project, Marketing, Legal Services, Accounting, HR and Marketing Support Services Managers were the leading positions advertised, totalling 84 or 13.1 per cent of jobs advertised in the parish. Accountant/Accounting Clerks followed with 35 or 5.5 per cent (See Table 8).

Table 8: Top Ten Jobs Advertised in KSA

Rank	Occupations	Number of Vacancies
1	Managers	84
2	Accountant/Accounting Clerks	35
3	Administrative Assistants	28
4	Supervisors	26
5	Consultants	25
6	Auditors	24
7	Directors	23
8	Technicians	14
9	Sales Representatives	13
10	Customer Service Representatives	12

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

- **St. James**

For the Parish of St. James, 198 vacancies were recorded. These were mainly from the “Hotels and Restaurants” industry. Also leading in this parish were Managers which comprised Banquet, Front office, Hotel and Room Division (**See Table 9**). Housekeeping, Restaurant and Spa Supervisors followed closely.

Table 9: Top Jobs Advertised in St. James

Parish	Top Ten Jobs
St. James	<ol style="list-style-type: none"> 1. Managers (Banquet, Front Office, Hotel) 2. Supervisors (Housekeeping, Water sport, Gift shop, etc) 3. Teachers (Geography, Social Studies) 4. Coordinators (Social media and Entertainment) 5. Cooks 6. Lifeguards 7. Pastry Chef 8. Stewards 9. Lecturers

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

- **St. Ann**

One Hundred and thirty one (131) or 10 percent of the vacancies were posted for the Parish. Again, Managers topped the list of jobs, to include Restaurant, Marketing Plant Managers. These were followed by Officer Positions (**See Table 10**).

Table 10: Top Jobs in St. Ann

Parish	Top Jobs
St. Ann	<ol style="list-style-type: none"> 1. Managers (Restaurant, Marketing, Plant) 2. Officers (Finance & Procurement) 3. Teachers(High School/Pre-University) 4. Sales Personnel 5. Administrative Assistants 6. Accounting Employees 7. Chefs 8. Public Health Nurse

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

- **St. Catherine**

This parish received 80 or 6.1 per cent of the total vacancies recorded for the quarter. Job openings were highest for Teachers, followed by Quality Assurance Officers (**See Table 10**).

Table 10: Top Jobs Advertised in St. Catherine

Parish	Top Jobs
St. Catherine	<ol style="list-style-type: none"> 1. Teachers(CAPE, Chemistry, Mathematics, English Language) 2. Quality Assurance Officers 3. General Managers 4. Business Development Officers 5. Supervisors 6. Commercial Officers 7. Bursars 8. Administrative Assistants

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

- **Manchester**

There was an increase in the number of vacancies for Manchester with 77 or 5.9 per cent compared to 16 in the previous period. This represents an increase of 285 per cent over the last quarter. Lecturers were mostly in demand followed by Teachers (See Table 11).

Table 11: Top Jobs Advertised in Manchester

Parish	Top Jobs
Manchester	<ol style="list-style-type: none">1. Lecturers2. Teachers3. Managers (Inventory and Operations)4. Mechanics5. Principals6. Research Analysts

Source: Gleaner and Observer newspapers (April 3 to June 26, 2016)

- **Westmoreland, St. Elizabeth, Trelawny**

Managerial positions advertised for Westmoreland were similar to the other parishes. Night, Hotel and Office Manager positions were some of the vacancies. Pastry Chefs were the top job advertised for St. Elizabeth and Teachers for Trelawny.

- **Portland, St. Thomas, St. Mary and Hanover**

Teaching positions were mostly in demand in Portland while Medical Personnel were needed in St. Mary. Sales Representatives and Managers topped the list for Hanover.

Jobs Advertised in other countries

While there not many jobs advertised for countries outside of Jamaica. Jobs were advertised from countries such as Anguilla, Cayman Islands, Grenada, Guyana, Saudi Arabia, Turks & Caicos and United Kingdom. Some of these jobs were Chief Executive Officers, Electricians, Teachers, Auditors, Managers, Project Officers and Technicians. Most jobs were from the “Real Estate Renting and Business Services” were advertised “Extra-Territorial Organizations and Bodies” was next.

Jobs Advertised by the Electronic Labour Exchange (ELE) Unit

An examination of the jobs which were available through the ELE for the period revealed that there were approximately 500 vacant positions. Fifty nine per cent of the jobs advertised stated a requirement/qualification. Teaching positions were mostly advertised and Sales related jobs were next. Technicians (Controls, Duct Installation, Fire Alarm, and Information Technology) followed closely.

Fifty three per cent of the jobs advertised required a Bachelors of Science (BSc) Degree. For example, Education Degrees for Teachers and Chemistry Degrees for Technicians. CSEC followed, with Mathematics and English Language being the two main subjects (**See Table 12**).

Table 12: Jobs Advertised by ELE

Parish	Jobs
Manchester	Mathematics and Chemistry Teacher, English Language and Literature Teacher, Mathematics and Physics Teacher Music Teacher, Visual Arts Teacher, Canteen Supervisor, Caretaker, Restaurant Manager, Sales Representatives, Shop Keeper, Store Clerk, Cook, Customer Service Representative, Customer Service/In-house Sales Representatives, Days Worker, Deli Supervisor, Domestic Worker, Front Desk Personnel, Household Worker, Landscaper, Live In Helper, Technical Support Staff
Kingston and St. Andrew	Administrative Assistant, Administrative Assistant, Cinema Manager, Lab Technician, Restroom Attendant, Sales Associates, Relieve Projectionist, Concession Agent Supervisor, Project Manager, Junior Merchandiser, Retail Supervisor, Consultancy, Coordinator, Bartender, Chef, Sales Representative, Secretary, Web Designer and Programmer, Live-In Helper
St. Ann	Maintenance Technician
St. James	Landscaper, live in Helper, Technical support staff, Accounting Technician, Recreation assistant, Barber, A/c Installation Specialist, Controls Technician, Duct Installation Technician, Fire alarm Technician, Social & Economic Intervention Firms Web Designer/Programmer, Live-in Housekeeper, Maintenance Officer, Supervisor, Sales Associates
Westmoreland	Secretary, Quality Control Technician Librarian, Mathematics Teacher, Accounting Clerk Depot Manager
Trelawny	Administrative Assistant, Records Officer, Records Officer, Sales Representatives, Bull Dozer Operator, Front End Loader Driver, Truck Driver, Inventory Officer, Administrative Sales Representative, Cosmetology Teacher, English Language and Reading Specialist
St. Elizabeth	Woodwork Teacher, Sales Associate - Montego Bay, Sales Driver, Call Centre Agent, Maintenance Technician, English Language Teacher

Parish	Jobs
Clarendon	Live In Helper and Receptionist
Unlisted	Accounting Technician, Recreation Assistant, Barber, A/C Installation Specialist, Controls Technician, Duct Installation Technician, Fire Alarm Technician, Social & Economic Intervention Firms Woodwork Teacher, Sales Associate - Montego Bay Sales Driver, Call Centre Agent, Maintenance Technician, English Language Teacher
St. Elizabeth	Records Officer, Sales Representatives, Bull Dozer Operator, Front End Loader Driver, Truck Driver
St. Mary	Maintenance Technician

Work Permits Approved

A work permit is mainly approved on the premise that local workers in specific occupations are in short supply. This section reviews work permits approved by MLSS during the period April 3 to June 30, 2016. It shows the types of positions that were available locally which were filled by work permit applicants. The total number of work permits issued was approximately 1, 334 and this included both new and renewal applications. This increase is due to improvement in the Construction and Fishing industries.

Approximately 79 per cent of the work permits were granted to persons in Managerial positions.

The main occupations were as follows:

1. Department Managers, Administration
2. Department Managers, Production Wholesale Trade
3. Department Managers, Sales
4. Cooks²
5. Managers in Other Services Organization
6. Technicians³
7. Department Managers, Production, Hotel
8. Fishermen and Women Coastal Waters and Deep Sea⁴
9. Engineers, Civil Highway and Street Construction
10. Carpenters

² These are workers specializing in Chinese, Italian, and Indian cuisine.

³ Workers in Construction and Engineering in Telecommunications Sector.

⁴ These types of workers are needed for the continuous dredging at the Ports and the expansion of local seafood companies to offer a wider variety to international market