

"EMPLOYMENT FROM GROWTH INDUSTRIES IN JAMAICA"

Job search can be a tedious process, especially in an economy which is experiencing minimal growth, as in the case of Jamaica. This challenge can be overcome by seeking opportunities in industries that are projected to drive employment. The Ministry of Labour and Social Security, through its national Labour Market Information System (LMIS), provides information for jobseekers and students on potential employment opportunities by focusing on growth industries that are increasing employment in Jamaica. Four (4) industries, along with projects and potential jobs, are highlighted in the figure below.

- * **Do you need a job?**
- * **Do you know where to find employment?**
- * **Do you have a problem in the work-place?**

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FOUR GROWING INDUSTRIES, ASSOCIATED PROJECTS AND EMPLOYMENT OPPORTUNITIES

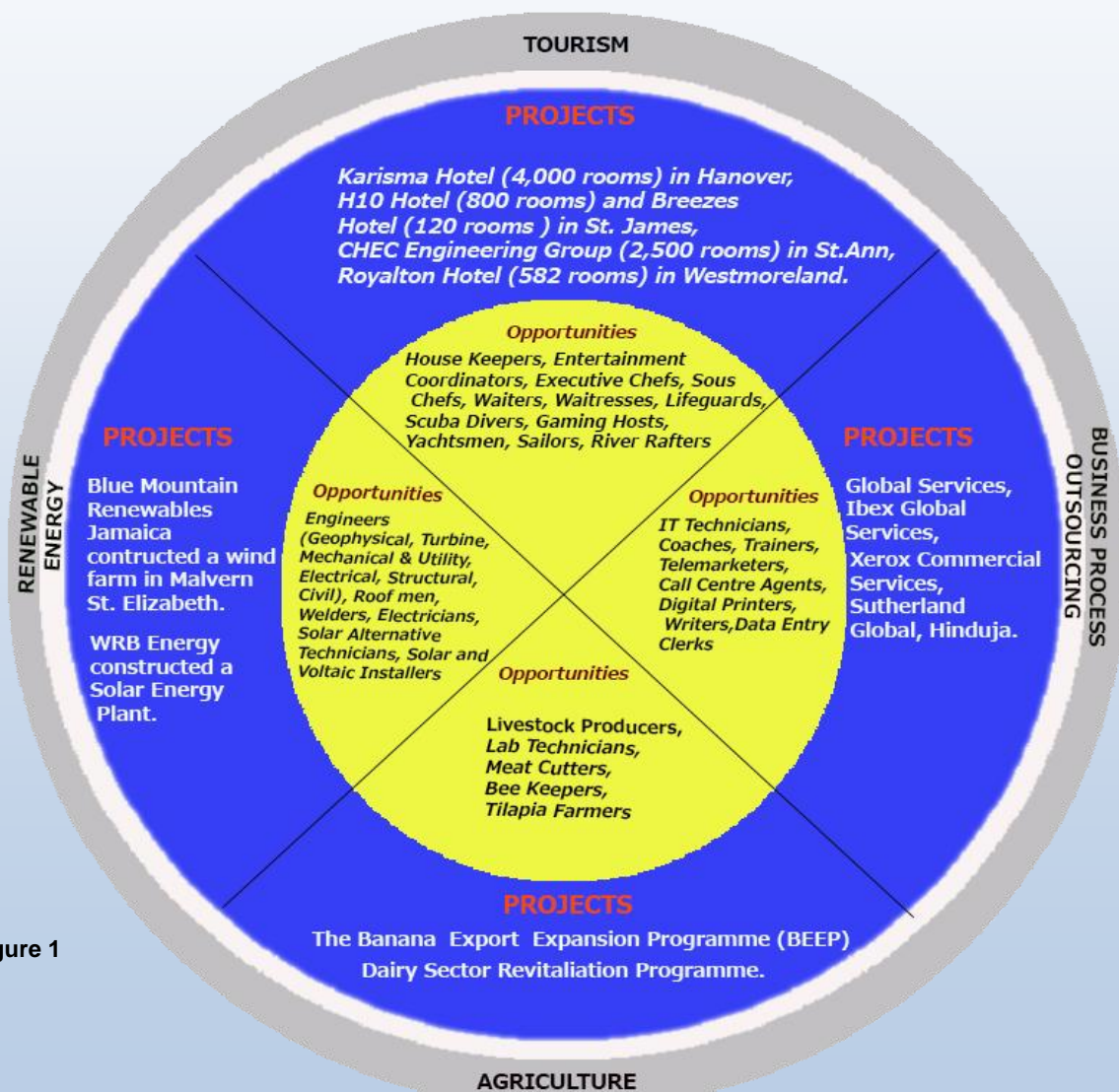


Figure 1

GETTING JOB READY

It is not uncommon for employers in Jamaica to say, “I am getting so many résumés but only a few are completed properly”. Employers also report that candidates do not have the requisite knowledge about the background of the interviewing company. In addition, they often observe that candidates lack proper communication skills during interviews .

Your chance of obtaining a job can be achieved by being job ready. Here are 6 steps to guide you on how to land your next job.



Participants in an Employability Skills Session conducted by the Electronic Labour Exchange (ELE) listened attentively to the presentation.



6 TIPS ON HOW TO LAND YOUR NEXT JOB

1. Start by making a Career Plan. It is never too early to start planning your career. This can be done while you are in secondary school (*Labour Market Update (Volume 5), LMIS Website*).
2. Update your résumé, ensuring that it is in accordance with the format and information required by employers (*Résumé Writing, LMIS Website*).
3. Develop proper job searching skills. It is important to explore all possibilities when searching for a job, due to the high level of competition in the job market (*Job Search Methods, LMIS Website*).
4. Locate jobs by networking (*Job Search Methods, LMIS Website*).
5. Volunteer your service to learn new skills and gain more work experience. (*Job Search Methods, LMIS Website*).
6. Develop proper interviewing techniques which will increase your chance of being selected for the job (*Interview Technique, LMIS Website*).

Visit our website at www.lmis.gov.jm and take advantage of our labour market services.

KEEP YOUR JOB BY APPLYING PROPER JOB RETENTION SKILLS

WHAT IS JOB RETENTION?

Having gone through the hurdles of getting a job in this challenging environment, you must develop skills which will enable you to remain employed. Always remember how hard you worked to get the job. Tell yourself that there is nothing called “Jamaica time”, so always be punctual. Do not start off well and then become complacent. Job retention means keeping a job once you have secured it. To do so, there are certain skills you need to master or possess such as those shown in the diagram below.

Job retention means keeping a job once you have secured it.



ATTRIBUTES TO HELP YOU RETAIN YOUR JOB

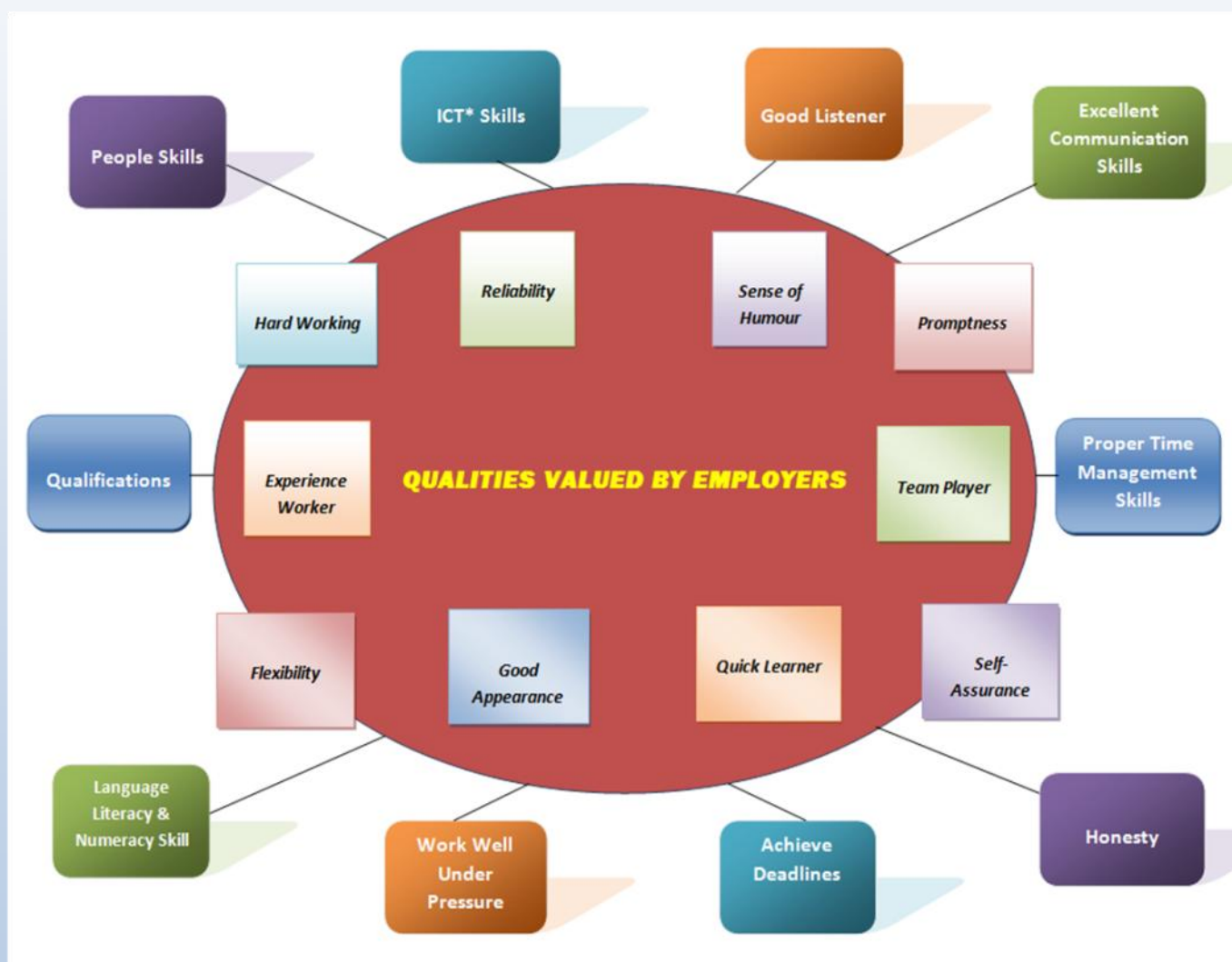


Figure 2

*Information and Communications Technology

For further information, please visit our website at www.lmis.gov.jm

COPING WITH A JOB YOU DISLIKE

The difficulty in finding a job may cause you to settle for less, resulting in lack of job satisfaction. Some workers are only consoled by the fact that they are able to earn a salary to take care of their families and do the things they like .

If you are not motivated at work or unable to relax at the end of the week, here are a few tips to help you cope with a job you dislike.



TIPS ON HOW TO COPE WITH A JOB YOU DISLIKE

DON'T JEOPARDIZE YOUR JOB

You may feel down and want to give up, but never let your attitude appear as if you don't care about your job. You must obey the rules and regulations of your workplace and comply with the labour laws.

BE A BETTER WORKER

Despite hating your job, perform to the best of your ability to feel a sense of self accomplishment and pride. Take advantage of training programmes provided by your workplace to improve your skills.

FIND TIME FOR LEISURE

Do activities before and after work which will allow you to be more relaxed and less stressed on the job.

BOND WITH COLLEAGUES

Spend time with persons in the workplace who have a positive outlook on life in order to motivate each other and gain job satisfaction.

BE PREPARED TO FIND ANOTHER JOB

Send out updated résumés regularly to improve your chance of getting a new job.

KNOWING YOUR RIGHTS IN THE WORKPLACE

A worker should not compromise his or her rights on the job and should therefore be aware of the labour laws that govern the work place. The Ministry of Labour and Social Security's Industrial Relations department is mainly responsible for monitoring and ensuring that the laws that govern employer/employee relationships are enforced. Other departments with similar responsibilities are Pay and Conditions of Employment Branch (PCEB), Occupational Safety and Health (OSH) and Industrial Dispute Tribunal (IDT). The Figure below outlines some important things that workers should be aware with respect to Redundancy, Vacation Leave, Sick Leave and Maternity Leave.

REDUNDANCY, VACATION LEAVE, SICK LEAVE AND MATERNITY LEAVE

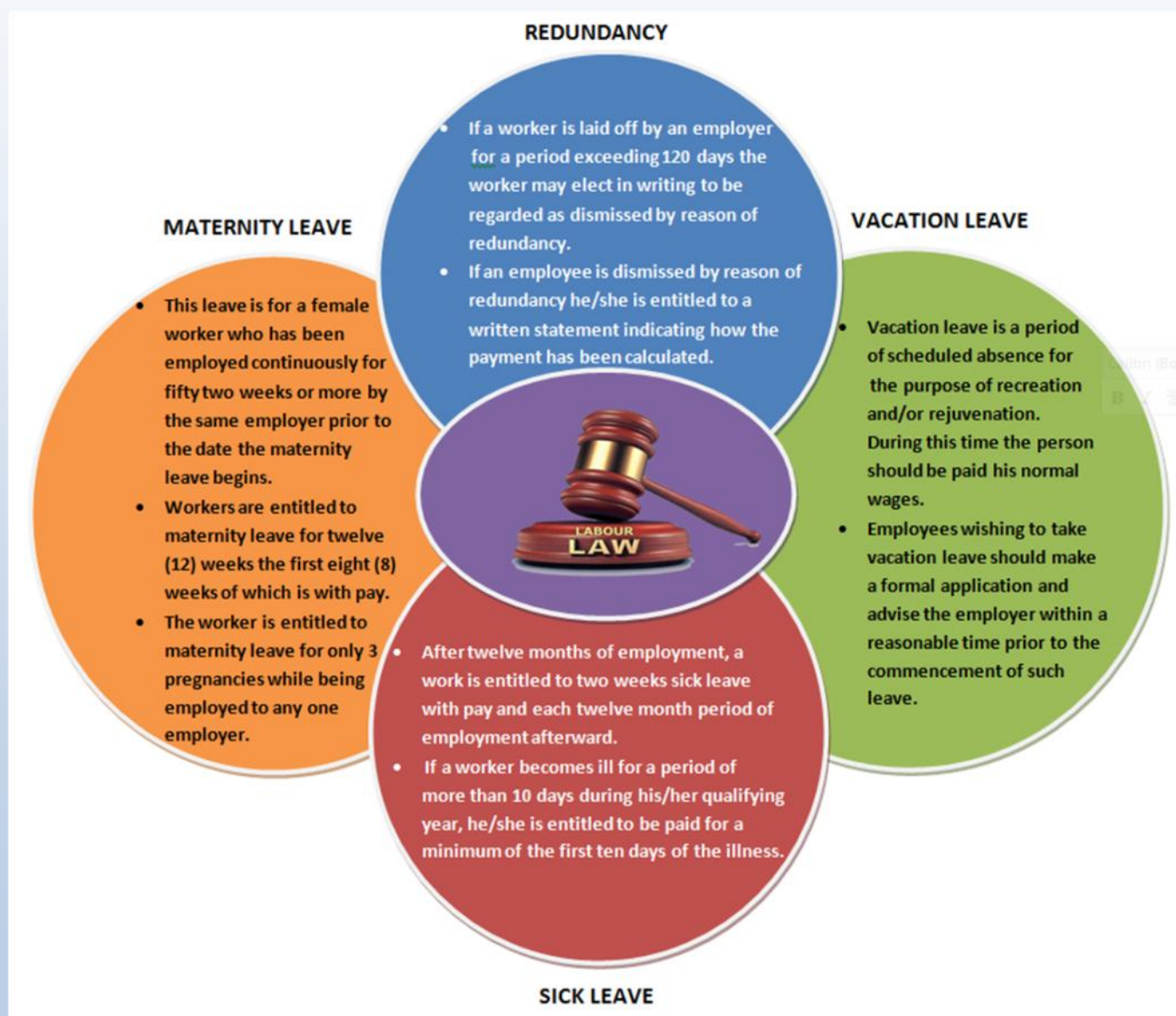


Figure 3

For further information please visit our website at www.lmis.gov.im

LMIS 2015-2016 HIGHLIGHTS



Hon. Shahine Robinson (Right), Minister of Labour & Social Security encourages Grade 9 students of Holy Trinity High School to *“Strive for excellence in order to improve opportunities in life”*.



Mr. Kenardo Phillips (Centre), from the Planning, Research and Monitoring Unit trains employees from the St. Mary Parish Library on the use of the LMIS.



Mr. Shaine Palmer (Right), from the Planning, Research and Monitoring Unit makes a presentation to participants at an Employability Skills Session, after a MOU signing ceremony between the Jamaica Library Service and the Ministry of Labour and Social Security.



Mrs. Charlene Dennis-Huie (Centre), from the Electronic Labour Exchange (ELE) Department assists final year students at The Mico University College to register with the LMIS.



Research Officers, Mr. Andrew Pinnock (Right) and Miss. Vennecia Francis (Left) of the Planning, Research and Monitoring Unit interacts with senior citizens at Rosegarden Retirement Nursing Home in St. Elizabeth, while doing interviews for the geriatric care study.



Mr. Leo Byfield (Right), from the Planning, Research & Monitoring Unit with students and Teacher from the Yallahs High School, at a Community Career Exposition in St. Thomas.

LMIS - LOCATING JOBS IN JAMAICA

A recent survey of LMIS registrants found that jobseekers received work across the island in various area. Below is a list of several jobs that were found in each parish. A LMIS/JLS partnership will ensure that persons with different skills are registered on the website. During 2015, a total of 478 persons received jobs through the LMIS.



STRENGTHENING THE SERVICES OF THE LMIS THROUGH PARTNERSHIP WITH THE JAMAICA LIBRARY SERVICES

A Memorandum of Understanding (MOU) was signed between the Ministry of Labour and Social Security (MLSS) and the Jamaica Library Service (JLS) to facilitate greater use of the Labour Market Information System (LMIS) island wide.

This partnership is to strengthen the provision of labour market information to jobseekers, students, employers and policy makers. It will also assist unattached youths across a network of 118 fixed library locations and 374 communities served by mobile library services. The partnership will therefore allow greater access to labour market information, career development and job placement through collaborative community outreach.

The JLS is the largest provider of free public library services in the English-speaking Caribbean which gives opportunities for personal growth and national development through a wide range of resources, programmes and services to all sectors of the Jamaican society.

An ICT Project entitled: *"JLS: Using Technology to Empower Individuals and Communities for Development"* is currently being implemented. Through the provision of state of the art computer hardware and software, the project has significantly increased public access to computers and the Internet in 118 public libraries. This platform is advantageous to the expansion of the web based LMIS and will further allow easier access to employment opportunities. The MLSS is currently training Librarians and other workers island wide on the application of the LMIS website to assist users of the Libraries.



Former Minister Dr. Fenton Ferguson of Ministry of Labour and Social Security (2nd right) and former Minister Rev. Ronald Thwaites of Ministry of Education (centre) observed as Permanent Secretary of Ministry of Labour and Social Security Mrs. Colette Roberts Ridsen (right) and Director General Mrs. Karen Barton of Jamaica Library Service (2nd left) sign a Memorandum of Understanding between the Jamaica Library Service and The Ministry of Labour and Social Security.

UPCOMING STUDIES AND ACTIVITIES



GREEN ENERGY STUDY



CANADIAN FARM WORK PROGRAMME IMPACT STUDY
(PHASE 2)



COMING SOON LAUNCH
OF PHASE 2
ENHANCEMENT OF
THE LMIS WEBSITE



STUDY ON –
THE ASSESSMENT OF THE
AGEING POPULATION IN JA-
MAICA AND THE OCCUPATIONS
AND SKILLS REQUIRED TO
ADDRESS THE NEEDS OF SEN-
IORS IN GERIATRIC CARE



NATIONAL LABOUR
MARKET STUDY

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