



The Jamaica Urban Transit Company Limited

seeks to recruit

a

Systems Administrator – (Maintenance)

MINIMUM QUALIFICATIONS & EXPERIENCE:

- Bachelors of Science Degree in Information Technology or equivalent qualification
- Two (2) years working experience in Inventory Management

CORE FUNCTION:

Reporting to the Fleet & Quality Assurance Specialist, the Systems Administrator (Maintenance) will be responsible for performing duties to include but not limited to the administration of the Maintenance Management System and ensuring that the required spares are obtained by working closely with the Procurement and Central Stores Department.

The successful candidate should also possess:

- Sound knowledge of the Maintenance Management System (FleetWise)
- Excellent analytical and problem solving skills.
- Good written and oral communication skills.
- Strong interpersonal and collaborative skills.
- Good time management skills.
- Good organizational skills
- Proficiency in the use of Microsoft Suite
- Excellent administration skills
- The ability to work under pressure.
- The ability to work on own initiative and also as part of a team.

Applications with detailed resumes should be sent by **October 18, 2022** to:

“Recruitment”
Jamaica Urban Transit Company Limited
Michael Manley Drive
P.O. Box 575
Twickenham Park
Spanish Town
Email: recruitment@jutc.com.jm

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