



The Jamaica Urban Transit Company Limited

seeks to recruit

a

Chief Dispatcher

MINIMUM QUALIFICATIONS & EXPERIENCE:

- Diploma in Management Studies or Business Administration with at least three (3) years supervisory experience.

OR

- HEART Business Management (Supervision) Level 3 with at least four (4) years working experience as a Dispatcher

CORE FUNCTIONS:

The incumbent will be required to monitor and coordinate all functions of the depot to ensure the efficient dispatching of buses and crews. This includes but not limited to monitoring normal and overtime working hours of bus crews and dispatchers and supervising the collation, computation and distribution of statistical data associated with the shift.

The successful candidate should possess:

- Knowledge of bus, schedules and route services
- Sound knowledge of JUTC'S dispatching procedures
- Sound knowledge of all codes, regulations, policies and procedures related to the bus operations
- Sound knowledge of the road network of the Kingston Metropolitan Transport Region
- Knowledge of first aid, safety and emergency technique/procedures
- Strong supervisory and interpersonal skills
- Proficiency in the use of Microsoft Office Suite
- Exercise of good judgement in emergency and other stressful situations
- Ability to communicate effectively both orally and in writing

REMUNERATION:

- *Salary Range: \$3,094,839.00 - \$4,162,214.00 per annum, payable monthly*

Applications with detailed resumes should be sent by **July 26, 2023** to:

**“Recruitment”
Jamaica Urban Transit Company Limited
Michael Manley Drive
P.O. Box 575
Twickenham Park
Spanish Town
Fax: 907-2209**

Email: recruitment@jutc.com.jm

JUTC, YOUR ROUTE TO EXCELLENCE