

MINISTRY OF PUBLIC SECURITY

GUYANA PRISON SERVICE

VACANCY

Applications are invited from suitably qualified persons to fill the following vacancy in the Guyana Prison Service, Ministry of Public Security:

Senior Policy Analyst

Key Duties

- To record and disseminate to members of the Oversight Body, as well as top management of the Guyana Prison Service, the decisions of the Body's deliberations.
- To monitor the implementation of decisions at various points/levels of execution within the Ministry of Public Security, Guyana Prison Service top management, Strategic Management Department Secretariat, external agencies, etc.
- To liaise with other Government Agencies and other agencies/institutions to ensure that actions deemed necessary by the Oversight Body are implemented.

Requirements:

A Master's Degree in Operations Research, Organisational Theory, Public Policy and Finance or Public Sector Management from a recognised University PLUS five (5) years experience in policy planning and analysis.

OR

A Bachelor's Degree in Operations Research, Organisational Theory, Public Policy and Finance or Public Sector Management/Public Management from a recognised University PLUS seven (7) years experience in policy planning and analysis.

A copy of the Job Description/Job Specification for the post could be uplifted from the Ministry of Public Security's Personnel Section.

Kindly submit applications and Curriculum Vitae to:

Permanent Secretary
Ministry of Public Security
Lot 6 Brickdam
Stabroek
Georgetown

Applications should reach this Ministry on or before March 1, 2018.