

3rd of August 2022 Jamaica Vacancies Table Of Content

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1. - Promoters for our Client CWH Gas Company Vacancy

- Promoters for our Client CWH Gas Company Vacancy

- Promoters for our Client CWH Gas Company Vacancy

[\[View file #3164 online\]](#)



NOW HIRING

PROMOTERS - MANDEVILLE

Deadline: August 13, 2022

On behalf of our client **CWH Gas Company Limited**, we are seeking to hire **Promoters** to join their expanding team .

Must be over 18 years and older
Must be willing to work on Saturdays and Sundays
Must live within the Mandeville area
Temporary - summer job

Learn more about this available job & submit your application:

talentboxcaribbean.com

Call Our Jobs Hotline at 876-960-0066 and learn more today

HIRING COMPANY:



2. Administrative Assistant for our HR Consultants Vacancy

Administrative Assistant for our HR Consultants Vacancy

Administrative Assistant for our HR Consultants Vacancy

[\[View file #3165 online\]](#)



NOW HIRING

ADMINISTRATIVE ASSISTANT - KINGSTON

Deadline: August, 28, 2022

On behalf of our client **Joni Gaye Cawley & Associates**; we are seeking to hire a **Administrative Assistant** to join their team.

- Certificate in Personnel Administration/Diploma in Secretarial Studies/ Certified Professional Secretary (CPS)
- A minimum of 3 years' working experience in the secretarial/administrative field

Learn more about these available roles & submit your application:

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HIRING COMPANY: 

3. Executive Secretary for HR Consultants Vacancy

Executive Secretary for HR Consultants Vacancy

Executive Secretary for HR Consultants Vacancy

[\[View file #3166 online\]](#)

NOW HIRING

EXECUTIVE SECRETARY - KINGSTON

Deadline: August, 28, 2022

On behalf of our client **Joni Gaye Cawley & Associates**; we are seeking to hire a **Administrative Assistant** to join their team.

- A Secretarial Diploma from a recognized institution
- Typing speed of 80 w.p.m. and Shorthand of 120 w.p.m.
- Certified Professional Secretary (CPS) certification
- A minimum of 3 years' working experience at the executive secretary level

Learn more about these available roles & submit your application:

talentboxcaribbean.com

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HIRING COMPANY: **JC**

4. HR Safety Officer for our Client Infinite Concrete Ltd in Montego Bay

HR Safety Officer for our Client Infinite Concrete Ltd in Montego Bay

HR Safety Officer for our Client Infinite Concrete Ltd in Montego Bay
[\[View file #3167 online\]](#)



NOW HIRING

HR/SAFETY OFFICER

Deadline: August 5, 2022

On behalf of our client **Infinite Concrete Ltd**, we are seeking to hire an **HR/Safety Officer** and to join their expanding team.

Supervision of ancillary staff, including their payroll approval (Implications are maintaining cleanliness of employee welfare areas
Ongoing Certification of enough PMs/Admins in First Aid to fulfill our legal requirements

Learn more about this available job & submit your application:

talentboxcaribbean.com

Call Our Jobs Hotline at 876-960-0066 and learn more today

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HIRING COMPANY:
Infinite
CONCRETE LTD

5. Restaurant Manager for Secrets Resorts & Spa our Client in Montego Bay

Restaurant Manager for Secrets Resorts & Spa our Client in Montego Bay

Restaurant Manager for Secrets Resorts & Spa our Client in Montego Bay
[\[View file #3168 online\]](#)



NOW HIRING

BAR SUPERVISOR - MONTEGO BAY

Deadline: August 7, 2022

On behalf of our client **Secrets Resorts & Spa Montego Bay**, we are seeking to hire a **Bar Supervisor** to join their expanding team.

Bachelor's Degree in Hospitality or Food & Beverage Management
Four years' experience in a related field, at the supervisory level in a luxury resort.
Excellent time management

Learn more about this available job & submit your application:

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HIRING COMPANY:

SECRETS[®]
St. James
MONTEGO BAY

6. Route Truck Driver Vacancy

Route Truck Driver Vacancy

Route Truck Driver Vacancy
[\[View file #3169 online\]](#)



NOW HIRING

ROUTE TRUCK DRIVER - MANDEVILLE

Deadline: August 13, 2022

On behalf of our client **CWH Gas Company Limited**, we are seeking to hire a **Route Truck Driver** to join their expanding team .

Must be over 25 years
Drivers licence must be 5 year and older
Must be licensed to drive truck 3000kg and over
Sales Experience is an asset

Learn more about this available job & submit your application:
talentboxcaribbean.com

Call Our Jobs Hotline at 876-960-0066 and learn more today

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HIRING COMPANY:
CWH
Gas Company Limited

7. Training Clerk for Secrets Resorts & Spa our Client in Montego Bay.

Training Clerk for Secrets Resorts & Spa our Client in Montego Bay.

Training Clerk for Secrets Resorts & Spa our Client in Montego Bay.
[\[View file #3170 online\]](#)



NOW HIRING

TRAINING CLERK - MONTEGO BAY

Deadline: August 7, 2022

On behalf of our client **Secrets Resorts & Spa Montego Bay**, we are seeking to hire a **Training Clerk** to join their expanding team.

Bachelor's Degree in business administration or related field
Excellent time management and organizational skills
Have sound judgement and decision-making skills

Learn more about this available job & submit your application:

talentboxcaribbean.com

Call Our Jobs Hotline at 876-960-0066 and learn more today

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HIRING COMPANY:

SECRETS[®]
St. James
MONTEGO BAY

8. Warehouse Manager for our Client Fontana Pharmacy in Kingston

Warehouse Manager for our Client Fontana Pharmacy in Kingston

Warehouse Manager for our Client Fontana Pharmacy in Kingston
[\[View file #3171 online\]](#)



NOW HIRING

WAREHOUSE MANAGER

Deadline: August 5, 2022

On behalf of our client **Fontana Pharmacy**, we are seeking to hire a **Warehouse Manager** to join their expanding team .

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Bachelor's Degree in Business Administration/Logistics/Supply Chain or related field
Proven experience in Warehouse Management procedures and best practices
Three (3) years' experience in a similar capacity

Learn more about this available job & submit your application:

talentboxcaribbean.com

Call Our Jobs Hotline at 876-960-0066 and learn more today

HIRING COMPANY:
Fontana
PHARMACY

9. Warehouse Supervisor Vacancy

Warehouse Supervisor Vacancy

Warehouse Supervisor Vacancy
[\[View file #3172 online\]](#)



NOW HIRING

WAREHOUSE SUPERVISOR - KINGSTON

Deadline: August 31, 2022

On behalf of our client **Joni Gaye Cawley & Associates**; we are seeking to hire a **Warehouse Supervisor** to join their team.

- BSc, Degree in Logistics, Supply Chain Management Studies or Business Administration from a recognized tertiary institution
- Certification in Inventory Management from a recognized tertiary institution
- Three (3) years supervisory experience in a similar position

Learn more about these available roles & submit your application:

talentboxcaribbean.com

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HIRING COMPANY: 

