



MINISTRY OF WORKS AND TRANSPORT

NOTICE OF VACANCY

REQUEST FOR THE SUBMISSION OF CURRICULUM VITAE DOCUMENTATION FOR CONTRACT EMPLOYMENT

PROGRAMME: TRINIDAD DRAINAGE AND FLOOD MITIGATION PROGRAMME

- 1) The GOVERNMENT of the REPUBLIC OF TRINIDAD AND TOBAGO (GORTT) has applied for financing from the CORPORACIÓN ANDINA DE FOMENTO (CAF) to implement the execution of the TRINIDAD DRAINAGE AND FLOOD MITIGATION PROGRAMME.
- 2) The Ministry of Works and Transport, an executing agency of the borrower, now invites eligible persons for the following roles:
 - **One (1) Drainage Programme Manager** - to oversee the planning, organizing and coordinating the implementation of the Strategic Drainage Plan, ensuring all relevant components are planned, resourced, executed and managed.
 - **One (1) Project Administrator** - who will be responsible for the Finance, Accounts, Procurement and Administrative functions for this Programme, ensuring that resources are secured.
 - **One (1) Legal Officer II** - to perform professional legal work, ensuring compliance with the Ministry of Works and Transport's legal requirements, providing legal advice and opinions and drafting legal documents.
- 3) Applications should be addressed to:
**The Director,
Human Resources, Level 4 Head Office,
Ministry of Works and Transport,
13 Richmond Street, Port-of-Spain 100623**

All applications in reference to the above positions must include:

1. A signed Cover Letter
2. Copy of Resume
3. Copies of Academic Certificates demonstrating proof of possession of the requisite qualifications
4. Two (2) references or recommendations with valid contact information (not more than three (3) months old)

DEADLINE FOR SUBMISSION OF APPLICATIONS IS WEDNESDAY 30TH OCTOBER, 2024
For a complete job description, please visit www.mowt.gov.tt