



Government of St. Vincent and the Grenadines

POST OF PROJECT OFFICER II

MINISTRY OF TRANSPORT, INFRASTRUCTURE AND PHYSICAL PLANNING

Applications are invited from suitable qualified persons to fill the post of PROJECT OFFICER II, at the Ministry of Transport, Infrastructure and Physical Planning.

QUALIFICATIONS AND EXPERIENCE

Applicants should possess the following:

- Bachelor's degree in Project Management from an accredited University and at least three (3) years of work experience in project cycle management; **or**
- BSc and MSc in a construction related discipline, from an accredited University and at least two (2) years' work experience in project cycle management;
- Knowledge of Procurement Act and Procurement and Project Management practices;
- Knowledge of computers and Microsoft Office Suite – Excel, Word, Projects, PowerPoint, Access;

DUTIES

The duty of the Officer appointed to the post will include the following

1. Assisting with the preparation, appraisal and evaluation of public sector projects
2. Preparing the annual Capital Estimates/Technical Assistant programme
3. Providing technical assistance on Project Cycle Management to other Ministries
4. Supervising the continuous development and functioning of the Project Monitoring System
5. Assisting in the preparation of development plans and socio-economic strategy papers and economic reviews
6. Functioning under the Office of the Chief Engineer
7. Performing any other work-related duties that may be assigned by the Chief Engineer from time to time

Salary

Salary is payable in the scale \$69,564 x \$4,452 - \$91,824 per annum in Grade C.

CLOSING DATE FOR APPLICATIONS

Applications accompanied by proof of qualifications and two recent testimonials should be sent to the Chief Personnel Officer, Personnel Department, 2nd Floor, Ministerial Building, Halifax Street, Kingstown, to reach her not later than **May 29, 2026**.