

# CAREER OPPORTUNITY



**The Jamaica Information Service (JIS)**, an Executive Agency, invites applications from suitably qualified professionals for the following position:

## **WRITER/PRODUCER/PRESENTER – RADIO DEPARTMENT**

### **JOB SCOPE**

Reporting to the Radio Manager, the successful candidate will be required to cover assignments, write news releases and features about Government of Jamaica programmes and policies, and satisfy customer expectations by producing stories, features, programmes and public service announcements.

### **CORE FUNCTIONS**

- Write, voice and produce news stories, features and public service announcements.
- Cover assignments, investigate stories, check sources and conduct interviews.
- Voice introductions, advertisements, links and other radio productions.
- Direct studio productions to ensure quality output.

### **QUALIFICATIONS AND EXPERIENCE**

- Bachelor's Degree in Mass Communication, Journalism or equivalent qualifications
- At least two (2) years' experience as a Writer/Producer/Presenter
- Understanding and full working knowledge of planning, writing, presenting and producing radio programmes
- Excellent interviewing skills

Applications along with résumés should be forwarded no later than **February 28, 2020** to the:

**Director  
Human Resources  
Jamaica Information Service  
58a Half-Way Tree Road, Kingston 10  
Email address: hrmanager@jis.gov.jm**

***We thank all applicants for their expressions of interest; however, only shortlisted candidates will be contacted.***