



CAREER OPPORTUNITY

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

SENIOR REPORTER (EDITORIAL & PHOTOGRAPHY DEPARTMENT)

Salary: \$4,266,270 - \$5,737,659 p.a.

Job Scope:

Under the general direction of the Managing Editor, the Senior Reporter provides in-depth information on Parliamentary issues and covers complex, sensitive and investigative news assignments about Government policies and programmes in keeping with the mandate of the Agency to provide information to the public. The incumbent is required to conduct research and investigations, to establish and maintain linkages and relationships with internal and external stakeholders and represent the JIS at various events to glean information on assigned topics.

Core Functions:

- Covers senior and complex Government assignments, including Parliament, and produces related news stories.
- Researches information on Government's policies, programmes and projects for news features.
- Writes captions for photographs to accompany News Releases and Feature Stories.
- Interviews and conducts investigations and verifies findings to provide complete and accurate information.
- Provides audio from assignments to the Radio Department.
- Investigates breaking news, communicates with sources of information and informs Managing Editor or Senior Editor expeditiously.
- Collaborates and works closely with press officers, the news team, photographers, editors and other representatives from the media, the public and various organisations.
- Represents the JIS at events, meetings, conferences as well as formal, informal, social and Parliamentary events.
- Edits material on designated weekends, public holidays and as assigned by the Managing Editor.

Minimum Qualifications and Experience:

- Bachelor's degree in Journalism, Mass Communication, Public Relations or a related field.
- Training in Journalism
- At least five (5) years' experience in the newspaper or news agency industry.

Required Competencies:

- Very good presentation and oral and written communication skills.
- Good interpersonal and relationship building skills.
- Sound planning, networking, organising and problem-solving skills.
- Ability to work under pressure and meet tight deadlines.
- Comprehensive knowledge of local media environment/landscape.
- Knowledge of Government communication policies and protocols.

Applications along with résumés should be forwarded no later than **Friday, August 22, 2025** 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.