



## **NORTH-EAST REGIONAL HEALTH AUTHORITY SENIOR CONTACT INVESTIGATOR (HPC/SDI 2)**

The **North-East Regional Health Authority**, a statutory body under the Ministry of Health & Wellness, with responsibility for the management and delivery of public health services within the parishes of St. Ann, St. Mary, and Portland, is seeking to fill the following position at the **St. Mary Health Department**:

**Senior Contact Investigator (HPC/SDI 2 – Level 13) - VACANT**  
(Salary range \$5,863,044 – \$6,969,317 per annum)

### **Summary**

Reporting to the Medical Officer (Health), the Senior Contact Investigator is responsible for programme planning, implementing and evaluating STI/HIV/AIDS programmes in the parish.

### **Minimum Required Qualification and Experience:**

- At least four (4) years experience as a Level 1 Contact Investigator plus
- A satisfactory work performance record.
- Training in supervisory management, or any combination of training, qualification and experience recognized by the Ministry of Health & Wellness.

### **Specific Knowledge, Skills & Abilities:**

- Knowledge of objectives, functions and specialized activities of the National HIV/STI/TB program and Primary Health care services.
- Knowledge of related subjects such as family planning, substance abuse, child abuse, human trafficking and social support services.
- Knowledge of Sexually Transmitted Infections and updates in their management
- Knowledge of special techniques involved in the investigation and treatment of persons suspected of and in contact with HIV/AIDS/STI/TB.
- Knowledge of the practices of Public Health, updates and current trends in the field
- Ability to operate tactfully with clients in a confidential and non-judgmental manner, evoking trust and respect.
- Ability to develop and maintain harmonious relationships with staff, health professionals, agencies, patients and contacts.
- Well-developed oral, written and human relation skills.
- Skills in counselling to include risk assessment and formulation of risk reduction plans for clients

### **Key responsibilities will include but not limited:**

- Monitoring the STI/HIV/AIDS programmes and ensures that policies and guidelines are followed at the parish level.
- Providing technical supervision to level 1 Contact Investigators and advice to the Medical Officer of (Health) and the Regional Technical Director.

- Compiling and analyzing parish STI/HIV/AIDS data, and present reports at parish and or regional level or where necessary.
- Conducting performance evaluation and prepare reports on Level 1 Contact Investigators for review by the Medical Officer (Health).
- Assisting in training of medical and nursing students assigned to the respective parish.
- Conducting periodic quality assurance assessments of program and project areas.
- Reviewing and evaluating existing programme plans to ensure guidelines are followed and targets are met.

**DISTINGUISHING CHARACTERISTICS:**

- This level of contact investigation work, involves both supervisory and quality assurance, as well as, programme planning and implementation responsibilities.
- The Senior Contact Investigator has parish responsibilities

Applications accompanied by resume should be submitted no later than **Wednesday, 2026 October 21** to:

**Director, Human Resource Management & Development  
North-East Regional Health Authority,  
34-38 Ocean Village Shopping Centre,  
Ocho Rios, St. Ann,  
E-mail: [jobs@nerha.gov.jm](mailto:jobs@nerha.gov.jm)**

**PLEASE INDICATE IN THE SUBJECT LINE OF YOUR E-MAIL THE NAME OF THE POSITION FOR WHICH  
YOU ARE APPLYING**

**ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED**