Applications are invited for suitable qualified candidates to fill the following positions within the Land Valuation Division at the National Land Agency.

MANAGER/DEPUTY COMMISSIONER OF LAND VALUATIONS – LEVEL 9

West Region -1 Post (Vacant)
South Region-1 Post (Vacant)

The successful candidates will report to the Senior Director/Commissioner of Land Valuations.

Job Purpose
To manage the valuation activities at the regional level inclusive of the maintenance of the Valuation Roll and the provision of value added and related services to Government Ministries, Departments and Agencies (MDAs) and land owners.

Key responsibilities
Management/Administrative Responsibilities
- Contributes to the development of the Division's strategic plan and budget for their respective Region
- Demonstrates leadership through ethical behaviour, delegation and sharing of knowledge and skills
- Implements operational objectives, evaluates results against these objectives and takes corrective actions where necessary
- Ensures implementation and compliance of policies and procedures
- Prepares and submits reports on activities of the Region
- Ensures dissemination of relevant information within the Region and encourages feedback
- Conducts performance reviews of officers in the Region, in accordance with the guidelines
- Promotes continuous professional development and career advancement
- Participates in selection of staff for the Region
- Fosters a culture of teamwork
- Maintains discipline and work ethic
- Carries out specific technical training and recommends other appropriate training as necessary

Technical Responsibilities
- Collaborates in developing strategies and procedures for the implementation of the Revaluation Programme

- Implements and monitors the Revaluation Programme of parishes in the Region
- Establishes regional strategies to enhance the processing of objections to valuation
- Checks and approves amendments and authorises their transmission to the Valuation Roll.
- Reviews cases and makes recommendations to the Commissioner of Land Valuations under the Land Taxation Relief Programme
- Manages and oversees the valuations properties requested by MDAs and others.
- Keeps abreast of and implements changes in the real estate industry including new technologies
- Collaborates with MDAs and others with respect to property related matters

Other Responsibilities
- Performs other related duties assigned from time to time by the Senior Director/ Commissioner of Land Valuations

Required Competencies:
The post-holder should be able to demonstrate:
- Excellent interpersonal skills
- Excellent judgment
- Excellent leadership skills
- Excellent problem solving and decision making skills
- Excellent oral and written communication skills
- Sound knowledge of the Land Valuation Act, Land Taxation Relief Act
- Knowledge of Property Tax Act, Land Acquisition Act, Acts relating to Registration of lands in Jamaica, Town and Country Planning Act
- Competence in the use of word processing/spreadsheets and other relevant software
- Conceptual knowledge of statistics and computer aided mass appraisal (CAMA)
- Conceptual knowledge of geographical information systems (GIS) and data modelling
- Knowledge of human resource management principles

Minimum Required Education and Experience
- First Degree in Estate Management or equivalent with Valuation as core modules
- A Member or Fellow of the Royal Institution of Chartered Surveyors; **must be a Chartered Valuation Surveyor**
- Certificate in Supervisory Management
- At least seven (7) years valuation related work experience, three (3) of which should be in a supervisory capacity

Remuneration Package:
Salary Range**: $7,716,512.00 - $10,377,851.00 Per Annum**

A letter of application accompanied by a Résumé should be submitted no later than

Monday, May 26, 2025 to jobapplications@nla.gov.jm for the attention of:

The Director, Human Resource Management & Development

National Land Agency

8 Ardenne Road

Kingston 10

We appreciate all responses, but only shortlisted applicants will be contacted.