



**WESTERN REGIONAL HEALTH AUTHORITY  
ST. JAMES PUBLIC HEALTH SERVICES  
CREEK STREET, MONTEGO BAY  
ST. JAMES**



**VACANCY**

Applications are invited from qualified persons for the position of:

**SENIOR CONTACT INVESTIGATOR**

**(HPC/SDI 2)**

**St. James Public Health Services**

**(Salary Scale: \$5,863,044.00-\$6,969,317.00 per annum)**

The **St. James Public Health Services** (a Statutory Body under the Ministry of Health & Wellness) is currently seeking to employ a **Senior Contact Investigator (HPC/SDI 2)** for the **St. James Public Health Services**. Reporting to the Medical Officer (Health), the Senior Contact Investigator is responsible for managing the parish Contact Investigation Programme and coordinating the orientation of new staff members, in keeping with Ministry of Health policies and guidelines. The incumbent will also be expected to:

- ❖ Verify notifications of STI's submitted from Health Centres to the Health Department.
- ❖ Interview and refer infected persons to obtain general and medical information about their sexual contacts.
- ❖ Locate and motivate suspect cases and contacts to report quickly to the Physicians or Clinics for medical examination to determine the presence of infection and obtain treatment where necessary.
- ❖ Contribute to the preparation of the Unit's Operational Plan and Annual Budget, review and evaluate existing programme plans to ensure guidelines are followed and targets are met.
- ❖ Conduct pre and post test counselling for HIV and Syphilis testing.
- ❖ Participate in the surveillance of HIV & STI's and conduct surveillance of known cases of HIV/AIDS/STI/TB and their contacts and investigate delinquents.
- ❖ Assist in organizing and conducting outreach programmes and targeted interventions for high risk groups such as Adolescents, Commercial Sex Workers and Men who have Sex with Men.
- ❖ Monitor the STI/HIV/AIDS programme and ensure that policies and guidelines are followed at the parish level.
- ❖ Conduct STI Health Education in schools, community groups, work places and Non-Governmental Organizations.

**Specific Knowledge/Skills Required**

- Working knowledge of Microsoft Office
- Ability to respond to deadlines and prioritize accordingly



**WESTERN REGIONAL HEALTH AUTHORITY  
ST. JAMES PUBLIC HEALTH SERVICES  
CREEK STREET, MONTEGO BAY  
ST. JAMES**



- Good oral and written communication skills
- High level of confidentiality
- Skills in counselling
- Knowledge of principles and practices of Contact Investigation
- Knowledge of Research Methodology, Epidemiology and Management
- Knowledge of Socio-Cultural Practices and their impact on Health
- Knowledge of National HIV/AIDS workplace policy and Management SOP
- Knowledge of Community Health & Patient Care Management

**Qualification & Experience**

- A trained Registered Nurse/Public Health Inspector/Medical Technologist/Dental Nurse
- Successful completion of the Ministry of Health Contact Investigation Training Programme
- Training in Sexually Transmitted Disease Investigations and/or training in Disease Epidemiology and Surveillance
- Certificate in Supervisory Management
- Five (5) years experience in Contact Investigating

Interested persons should submit application letter with resume no later than **March 17, 2026** to:

**Manager, Human Resource Management and Development  
St. James Public Health Services  
Creek Street  
Montego Bay, St. James**

*Or e-mail: [stjphsjobs@wrha.gov.jm](mailto:stjphsjobs@wrha.gov.jm)*

**NB: Only Short-listed applicants will be contacted**