



NORTH-EAST REGIONAL HEALTH AUTHORITY

DATA PROTECTION OFFICER (GMG/SEG 2)

The North-East Regional Health Authority, a statutory body under the Ministry of Health and Wellness, with responsibility for the management and delivery of Public Health Services within the parishes of St. Ann, St. Mary, and Portland invites applications from suitable qualified persons to fill the position of **Data Protection Officer** at the **Regional Office**.

SUMMARY

Reporting to the Regional Director, the Data Protection Officer (DPO) is responsible for monitoring the North-East Regional Health Authority's (NERHA) data practices, ensuring that all functions carried out by the NERHA are in accordance with the provisions of the Data Protection Act (2020). The DPO will be accountable for overseeing, monitoring internal compliance and providing guidance to the NERHA on data protection obligations. Additionally, the DPO will serve as a primary point of contact for supervisory authorities such as the Office of the Information Commissioner (OIC) and individuals whose data is processed by the NERHA.

The DPO will provide specialist advice and support to the NERHA's senior management and will work closely with key internal stakeholders such as Legal, ICT, HRM&D, Audit, Operations, Maintenance and Procurement and manage relationships with key stakeholders.

QUALIFICATION & EXPERIENCE:

- Bachelor of Law Degree in Compliance, Information Technology Security, Computer Science or Information Management from an accredited institution
- Minimum three (3) years' experience in law, data protection, privacy and ICT governance or similar capacity, audit and/ or risk management, compliance, or equivalent experience.
- Demonstrable experience, knowledge and/or in-depth understanding of data privacy legislation (in particular (GDPR).
- Experience or specialized training in Records & Information Management Systems.
- At least one Data Protection and/or Privacy certification such as, CIPP, CIPT, ISEB, etc.,

REQUIRED SKILLS AND SPECIALISED TECHNIQUES

Core:

- Excellent oral and written communication skills
- Good planning and organizing skills
- Good Judgement and decision-making skills
- Customer and quality-focused skills
- Good analytical and problem-solving skills

REMUNERATION PACKAGE PER ANNUM:

Salary Scale: \$ 4,266,270 – 5,737,658 per annum

Applications along with detailed resume should be sent no later than **Tuesday, 2024 December 31** to:

**The 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

WE THANK ALL APPLICANTS FOR RESPONDING, HOWEVER, ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.