



COMMONWEALTH OF DOMINICA

**MINISTRY OF FOREIGN AFFAIRS, INTERNATIONAL BUSINESS AND  
DIASPORA RELATIONS**

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Commonwealth of Dominica

Ref: 076/01/1 – 1607

September 2, 2021

Her Excellency Dr. Carla Natalie Barnett  
Secretary General  
Caribbean Community (CARICOM) Secretariat  
P.O. Box 10827  
Turkeyen  
Greater Georgetown  
**COOPERATIVE REPUBLIC OF GUYANA**

Your Excellency,

The Basic Needs Trust Fund (BNTF) programme of the Commonwealth of Dominica has requested the assistance of the Ministry of Foreign Affairs, International Business and Diaspora Relations in transmitting the attached Vacancy Announcement for the position of Project Engineer.

Grateful if the same can be posted on the CARICOM Secretariat's Website. Please note that the closing date for receipt of applications is **Friday, September 24, 2021**.

Please accept, Excellency, the assurances of my highest consideration.

  
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**BARBARA DAILEY (Mrs.)**  
**PERMANENT SECRETARY**

SJ/dm

Enc.

## VACANCY ANNOUNCEMENT

Applications are invited from suitably qualified persons for the post of **Project Engineer (PE)** Basic Needs Trust Fund (BNTF) Programme.

Applicants must possess the following qualifications:

- A Master's Degree in Civil/Structural/Building Engineering with at least three (3) years experience in the preparation, appraisal and supervision of projects in transportation engineering, structural engineering and geotechnical engineering, **or**

A Bachelor of Science Degree in Civil/Structural/ Building Engineering with at least eight (8) years relevant experience, mentioned above

- Proficient computer skills
- Competent administrative and management skills
- Good written and oral communication skills, particularly in working with women and men in vulnerable circumstances
- Ability to work effectively under pressure
- Profound interpersonal relations skills
- Ability to execute duties/assignments within established timelines and deadlines
- Experience working on community infrastructure and poverty reduction interventions would be an asset
- Specific experience in the Caribbean and working with donor agency or international financial institution will be an asset

The Project Engineer is responsible to the Project Manager (PM) for the preparation, formulation and implementation of all infrastructure sub-projects funded by the Project. Further information can be obtained at the BNTF Office on 21 Kennedy Avenue, Roseau. Telephone #:611-5920, 611-5917  
E-mail: [bntf@dominica.gov.dm](mailto:bntf@dominica.gov.dm)

Applications including certified copies of certificates, professional accomplishments and detailed Curriculum Vitae should be submitted to:

The Project Manager  
Basic Needs Trust Fund  
21 Kennedy Avenue  
Roseau  
Commonwealth of Dominica

To reach no later than **3:00 p.m. Friday September 24, 2021**