



Driver/Messenger

The Radio Frequency Spectrum is the medium which facilitates wireless communication. The Spectrum Management Authority (SMA) is the regulatory body responsible for the efficient management of the radio frequency spectrum in Jamaica, which includes licensing spectrum users and regulating their use of the spectrum.

The SMA is seeking to identify a highly motivated, dynamic individual to fill the post of **Driver/Messenger**.

Responsibilities

The **Driver/Messenger** operates the company vehicle and facilitates the delivery and receipt of documents, equipment and other items. Principal duties include:

- Transporting staff and other personnel to and from designated destinations.
- Conducting transactions including lodgements, standing orders, bank draft and documents at various banks, insurance companies and other financial institutions.
- Conducting transactions involving taxes and statutory deductions on behalf of the Authority at the Office of the Collector of Taxes, National Housing Trust and other government entities.
- Transporting fleet vehicles and overseeing examination process for fitness accreditation.
- Transporting fleet vehicles and facilitating insurance valuation.
- Checking and advising on fleet vehicles' maintenance needs.

Requirements

- High School Diploma
- Passes in CXC English and Mathematics
- 3500 KG Driver's Licence
- At least two (2) years' experience in a similar position.

Applications must be submitted no later than September 11, 2026:

jobs@sma.gov.jm.

We thank all applicants for their interest in our company, but advise that only short-listed candidates will be contacted.

.....Shaping Your Future With Wireless.....