



## DEPARTMENT OF CORRECTIONAL SERVICES

---

### CAREER OPPORTUNITY

The Department of Correctional Services (DCS) is seeking to recruit suitably a qualified person to fill the vacant position of **PSYCHIATRIC NURSING AIDE (HSC/HS 5)** in the **Specialized and Medical Services Division** with salary ranging from **\$1,792,163 - \$2,130,319** per annum.

#### **JOB PURPOSE**

Reporting to the Consultant Psychiatrist, the Psychiatric Nursing Aide provides routine care for mentally impaired or emotionally disturbed inmates/wards.

#### **KEY RESPONSIBILITIES**

##### **Technical/Professional:**

- Monitors patients to detect unusual behavior, and reports observations to professional staff.
- Provides mentally impaired or emotionally disturbed patients with routine physical, emotional, psychological or rehabilitation care.
- Records and maintains records of patient condition and activity, including vital signs, eating habits, and behavior.
- Works as part of a team that may include psychiatrists, psychologists, psychiatric nurses and social workers.
- Organizes, supervises, and encourages patient participation in social, educational, and recreational activities.
- Performs nursing duties such as administering medications, measuring vital signs, collecting specimens and drawing blood samples.
- Serves meals, and feeds patients needing assistance or persuasion.
- Restrains or aids patients as necessary to prevent injury.
- Interviews patients upon admission and records information.

##### **Other Responsibilities:**

- The incumbent may, from time to time, be assigned duties not specifically outlined within the job description but are within the capacity, qualifications and experience normally expected from a person occupying this position.

#### **REQUIRED KNOWLEDGE, SKILLS AND COMPETENCIES**

- Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and effective disorders;
- Knowledge of principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions;
- Knowledge or relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection, data, property, and institutions;
- Excellent written and oral communication skills;
- Good ethical conduct;
- Good decision-making skills;
- Calm, patient and caring;
- Computer literate.

**MINIMUM REQUIRED QUALIFICATION AND EXPERIENCE**

- Formal training and certification in the field from a recognized institution;
- Courses in social and biological sciences is beneficial;
- Training in Phlebotomy;
- Two (2) years' experience working in a medical institution that caters for Mental Health patients.

**SPECIAL CONDITIONS ASSOCIATED WITH THE JOB**

- Physically and emotionally demanding.
- Stand for long hours and may have to move or lift patients.
- Must deal with disoriented, disturbed or even violent patients.
- Exposure to high risk environment within Correctional Facilities and their environs.

---

Kindly submit cover letter and resume no later than **Friday, January 31, 2025** to:

**Senior Director, Human Resource Management and Administration  
Department of Correctional Services  
UDC Building, Block 4  
Shop 13-15  
12 Ocean Boulevard  
Kingston**

**The Department of Correctional Services thanks all applicants for their interest, but only those shortlisted will be contacted.**