

**REQUEST FOR EXPRESSIONS OF INTEREST EOI/  
CURRICULUM VITAE**

**Procurement for a Communication Specialist for  
the Electronic Immunization Registry Project**

The Ministry of Health & Wellness (MOHW) has embarked on an Electronic Immunization Registry Implementation Project which will introduce an advanced state of the art Electronic Immunization registry (EIR) system 2025. The MOHW is seeking a dedicated and experienced Communications Specialist to be part of the initiative for this transformative project. The consultant will be responsible for the designing and executing of the comprehensive communication strategies for the implementation of the EIR.

**The MOHW now invites interested eligible individual consultant to submit their Expressions of Interest (EOI) indicating their qualifications and experiences.**

**SCOPE OF WORKS:**

To undertake these responsibilities, the consultant will be required to:

- in collaboration with the Change Management and Solution Deployment Officer, develop a comprehensive communication plan that outlines objectives, target audience, key messages, and channels for project communication;
- in collaboration with the other members of the PIU, manage the implementation of the communication strategies.

**QUALIFICATION**

- Bachelor's degree in Communications, Public Relations, Marketing, or a related field

**WORK EXPERIENCE**

- Minimum 3 years in communications

The Expressions of Interest in the form of an Application Letter and Curriculum Vitae must be uploaded on the GOJEP on or before **Monday, August 26, 2024** no later than **3:00 p.m.**

**Applicants are required to submit a valid copy of Tax Compliance Certificate (TCC) with their Application Letter and Curriculum Vitae.**

To participate in this Expression of Interest/Curriculum Vitae, consultants must first be registered on the GOJEP at **www.gojep.gov.jm**. To register, please select the **“Register as a supplier”** link from the GOJEP system's home page.

For assistance regarding training, registration, download of tender documents and upload of tender proposals, please contact the **Ministry of Finance, the Office of Public Procurement Policy Customer Care Desk** at **(876)932-5220/932-5246/932-5253/932-5251/932-5244** or email at **oppccustomer@care@mof.gov.jm**.

The detailed Terms of Reference can be viewed on the MOH website at **www.moh.gov.jm**.

**Public Procurement Officer  
Public Procurement Branch  
Ministry of Health & Wellness  
52-60 Grenada Crescent, Kingston 5**

We thank all applicants for their participation. However, **only** shortlisted candidates will be contacted for an interview.