



HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

TURKS & CAICOS ISLANDS GOVERNMENT VACANCY

JOB TITLE: Deputy Director (Border Force)

DEPARTMENT: TCI Border Force

MINISTRY: Ministry of Immigration and Border Services

LOCATION: Providenciales

JOB SUMMARY:

This role entails overseeing the performance of operational units within the Border Force Legacy Departments and offering leadership and guidance to all officers. The incumbent is accountable for ensuring compliance with legislation and regulations while aligning TCI Border Force's strategic direction with government objectives.

KEY DUTIES AND RESPONSIBILITIES:

The Border Force Deputy Director bears the responsibility of managing the units within his or her operational command, overseeing the respective Operational Unit Plans, and ensuring the accomplishment of objectives, targets, and outputs outlined in the Border Force (TCI) Strategic Plan and key program strategies. Moreover, he/she is tasked with aiding the Head of Inland/Ports/Services and other internal and external stakeholders in determining the strategic direction of the TCI Border Force. Specific duties include:

1. Developing and executing policies and strategies as designated by the executives;
2. Developing and implementing policies for the various functions of the Organization;
3. Deputizing in the capacity of Head of Inland/Ports/Services when required;
4. Championing and supporting transformational change, leading specific change initiatives designed to improving service provision and professionalizing border services;
5. Providing support on strategic operational functions, ensuring direction and objectives align with activity and outcomes;
6. Ensuring border protection and delivery of quality service at ports of entry via intelligence-led activity and resourcing to risk;
7. Managing Team's performance while providing coaching and mentoring for capacity building, including support with automated processing and risk-based control;
8. Supervising offense procedures to ensure adherence to lay down rules, policies, and the law;
9. Applying compounding legislation as appropriate;
10. Holding policy responsibility on behalf of the Head of Division (inland/Ports/Services) for all offenses and associated matters including the regular appraisal and review as required of the laws with recommendations for amendments, as appropriate;





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11. Serving as a liaison officer with other national and international law enforcement agencies and coordinating joint operations as designated by the executives;
12. Engaging with industry leads and international partners to ensure Turks and Caicos Islands Border Force remains at the cutting edge of risk management and is prepared for changing and emerging border threats;
13. Delivering shared objectives with strategic law enforcement partners;
14. Conducting regular management inspections and control visits;
15. Ensuring proper oversight, control and security of revenue within the Division;
16. Ensuring that the health, safety, and welfare of staff are considered in all operational situations;
17. Preparing annual staff Performance Appraisals for middle manager;
18. Providing support to the overall leadership of Turks and Caicos Border Force function, driving objective, fair, and transparent decision making;
19. Adhering to all Public Service codes, rules, and regulations.

Qualifications:

1. Bachelor's Degree in Law, Public Sector Management, Law Enforcement related field or equivalent.
2. A degree in Law, Qualifications in Human Resource Management, Project Management, Financial Management, Asylum, and /or Criminal Investigations would be an asset.
3. A Master's Degree would be an asset.

Experience:

The position requires at least seven (7) years' leadership experience in Law Enforcement or Border Control & Enforcement, Customs, Immigration, law enforcement or a related field

SALARY: Grade 9.1 - \$75,363.00 per annum

APPLICATION PROCEDURE:

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

Applications should be addressed to The Director, Office of the Human Resource Management Directorate, Church Folly, Grand Turk Applications.





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Current serving officers must apply through their Head of Department.

Applications without supporting documents will not be processed

Turks and Caicos Islanders Only

We thank all applicants for their interest, however, only persons selected for an interview will be contacted.

