



Information Commissioner's Office Deputy Information Commissioner

The Information Commissioner's Office invites applications for the post of **Deputy Information Commissioner**. The Deputy Information Commissioner provides essential support to the Information Commissioner to fulfil her statutory mandate under the Public Access to Information Act 2010.

Responsibilities

The ICO is an independent, publicly-funded Public Office that promotes and oversees use of the PATI Act. Working under the direction of the Information Commissioner, primary responsibilities include managing investigations and reviews; monitoring, investigating and reporting of public authorities' compliance with the Act; and assisting in the promotion of public awareness of the rights under the Act. As a member of the Management Team, the Deputy Information Commissioner also assists in the management and administration of the ICO's financial and administrative resources.

Minimum Qualifications, Experience and Skills

- Master's degree or post-graduate qualification (or equivalent) in Public Administration, Law, Management, Political Science or a related field
- Five (5) years' work experience managing investigations, conducting research, analysing complex information, writing reports and making reasoned and supported recommendations, including two (2) years in a senior level position
- Excellent knowledge of the PATI legislation, and the principles underlying access to public information
- Extensive knowledge of public authorities and public sector systems
- Excellent leadership, management and decision making skills
- Demonstrated ability to manage and motivate a team within a demanding work environment
- Excellent planning, time-management and organisation skills, including the ability to manage competing priorities
- Excellent interpersonal, oral and written communication skills and the ability to foster effective relationships with diverse stakeholders
- Understanding and embodiment of principles of independence, fairness and integrity in public life or community service
- High comfort level working in an open and transparent office
- Strong working knowledge of Microsoft Office Suite and capability to learn new software packages

Salary

The salary is \$127,618 to \$138,235, including full benefits.

To Apply

Visit www.ico.bm for a detailed job description, requirements and qualifications. Please send your confidential cover letter and resume marked "DIC" to apply@ico.bm by **23 December 2021**.