Annex 4: List of staff to be trained for The Ministry of Labour and Small and Micro Enterprise Development (MLSMED) / International Labour Organisation (ILO) Training Programme to establish a Labour Market Information System

The staff to be trained for the abovementioned training are as follows:

A. Members of the Labour Market Information Unit

The Labour Market Information Unit (LMIU) is currently staffed by Mr. David Thomas, Senior Labour Market Specialist, one (1) Labour Statistician, four (4) Labour Market Specialist II, and One (1) Labour Market Specialist I. The main aim of the Unit is to obtain comprehensive and timely data on the supply of and demand for labour in the domestic Labour Market. Presentation of Labour Market Information (LMI) is necessary to guide decision-making including that of policy-makers; students; employers and workers organizations; and training and education institutions.

The Unit seeks to equilibrate the demand and supply for labour in Trinidad and Tobago through the analysis of data and recommendations to policy makers at the national level. These recommendations will be with respect to addressing issues such as labour shortages, labour migration, skills training, and granting of scholarships. It is envisioned that the recommendations would facilitate the optimization of the efficiency of investment in Human Resource development and minimize the chance of shortfalls in the labour supply to industries that are essential to national development.

Mr. David Thomas
Senior Labour Market Specialist

Duties: Highly specialized professional, supervisory and administrative work in the area of analysis and dissemination of labour market information. Responsible for supervising the operations of the Labour Market Information Unit. Responsible for directing a specialized programme of economic/social research and analysis of quantitative and qualitative information on situations and trends of labour supply and demand and on factors causing distortions in the labour market at sectoral, occupational or national levels.

Education: Executive MBA, B.Sc. Economics
Experience: Four years as Acting Director, Economic Research Unit, Ministry of Finance. More than thirty (30) years experience in the Public Service.

Mr. Bruce Spencer
Labour Market Statistician

Duties: To conduct Surveys for the Labour Market; develop methodologies to collect data on the Labour Market; compile data and also create a database on the Labour Market; prepare tables providing Labour Market Information; analyse Labour Market Information with a view to providing reports on a quarterly, semi-annual and annually basis; Forecasting of Labour Market data

Education: M.Sc. Economics, B.Sc. Economics and currently acquiring M. Phil.
Experience: Statistician for the National Accounts and Continuous Sample Survey of Population at the Central Statistical Office
Mr. Makandal J. Caesar
Labour Market Specialist (LMS) II

Duties: Advanced professional work in the area of analysis and dissemination of labour market information as it related to a particular sector of the economy. The LMS II contributes to policy formulation and to the creation and maintenance of labour market equilibrium through optimal human resource development and deployment.

Education: B. Sc. Economics and pursuing a M.Sc. in economics

Experience: Two years as a Conciliation and Labour Relations Officer

Mr. Kriyaa BalramSingh
Labour Market Specialist II

Duties: Advanced professional work in the area of analysis and dissemination of labour market information as it related to a particular sector of the economy. The LMS II contributes to policy formulation and to the creation and maintenance of labour market equilibrium through optimal human resource development and deployment.

Education: B.Sc. Economics and pursuing a M.Sc. in Economics. Postgraduate Diploma, World Trade Organization (WTO) Trade Policy Course. Postgraduate Certificate in International Trade Policy Course, Centre for International Services, University of the West Indies

Experience: Eight years as Economist I/ Economist II (Ag.) at the Ministry of Trade and Industry in the Trade Directorate. Involved in the negotiation of trade agreements on the bilateral, plurilateral and multilateral levels.

Ms. Aarti Bedassie
Labour Market Specialist II

Duties: Advanced professional work in the area of analysis and dissemination of labour market information as it related to a particular sector of the economy. The LMS II contributes to policy formulation and to the creation and maintenance of labour market equilibrium through optimal human resource development and deployment.

Education: B.Sc. Economics and pursuing a M.Sc. in Economics.

Experience: Ten years at the Research and Planning Unit, Ministry of Labour and Small and Micro Enterprise Development as Planning Officer I/I and Senior Planning Officer.

Ms. Jamie Jaggernauth
Labour Market Specialist II

Duties: Advanced professional work in the area of analysis and dissemination of labour market information as it related to a particular sector of the economy. The LMS II contributes to policy formulation and to the creation and maintenance of labour market equilibrium through optimal human resource development and deployment.

Education: B.Sc. Economics, Project Management Certification from GENIVAR

Experience: Stints as Business Analyst and Project Manager, Two years as Investment Promotion Assistant at e-Teck and One year as Project Officer at National Insurance Property Development Co. Ltd. (NIPDEC)
### Ms. Kavita Ramdhanie
**Labour Market Specialist I**

**Duties:** To solicit, edit, compile and analyse data for the NHRMIS.

**Education:** M.Sc. Economics, B.Sc. Economics and Management Studies

**Experience:** Tutor at the University of the West Indies for six years

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### Other Members of the Ministry

**The main objective of the NES is to match skills, education, training and experience with the job requirements of the employer.**

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### Ms. Claudette Gomes
**Manpower Department – National Employment Service (NES)**

**Duties:** Responsible for the supervision of the One Stop Career Resource Centres at San Fernando, Siparia and Point Fortin.

**Experience:** Ten years experience in job placement activities

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### Mr. Sean Boodan
**Manpower department – NES**

**Duties:** Assigned to the Caribbean Seasonal Agricultural Worker Programme – assists in the processing of workers such as coordination of departure and interviewing of workers.

**Experience:** Seven years in job placement activities.

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### Varuna Anil Mahadeo
**Occupational Safety and Health Authority (OSHA)**

**Duties:** Conduct investigations into reportable occupational incidents and inspections at various Industrial Establishments throughout Trinidad and Tobago

**Education:** MPhil. in Zoology, M.Sc. in Occupational and Environmental Safety and Health, B.Sc. in Agriculture

**Experience:** Occupational Safety and Health Inspector for four years

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### Mr. Gerard Ramtahal
**Conciliation**

**Duties:** Performs conciliation duties and other related matters affecting employer-employee relationship.

**Education:** LLB Bachelor of Laws, B.Sc. Management Studies, Certificate in Industrial Relations

**Experience:** Two years experience in industrial relations.
**Mr. Morton Mitchell**  
*Labour Inspectorate*

**Duties:** Plan, organize, direct and co-ordinate the activities of the Labour Inspectorate Unit to ensure the provision of optimal labour inspection services throughout Trinidad and Tobago.

**Education:** M.Sc in Organization Development and Knowledge Management at George Mason University, B. Sc. in Labour Studies

**Experience:** Three years as Chief Labour Inspector and eight years as an adjunct faculty member of the Cipriani College of Labour and Cooperative Studies

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**Ms. Nicole Mohammed**  
*Human Resource*

**Duties:** Processing of International Travel, preparation of Cabinet Notes, consolidating short term contracts

**Education:** First Year Certificate level in Psychology – Research Methodology and Statistics

**Experience:** Clerk I,II,III,IV in the Ministry of Labour and Small and Micro Enterprise Development. Prepared annual statistics on the Farm Programme.

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**Research and Planning – Two representatives of this unit.**