



For all life's journeys

Employment Opportunity

Trinidad & Tobago National Petroleum Marketing Company Limited invites suitably qualified nationals to apply for the following position:

ESTATE CONSTABLE

The Estate Constable contributes to the maintenance of law, order and a secure environment at all NP areas of operation in Trinidad and Tobago by carrying out all duties and measures to protect life and property.

RESPONSIBILITIES INCLUDE:

Helping to maintain a secure environment within the Organization by:

- performing point duty at all gates and other points of entry to prevent unauthorized entry or exit during and after normal working hours,
- making regular foot and mobile patrols to prevent unauthorized entry or interference with NPMC property and to spot and report potential safety hazards,
- undertaking the opening and closing of Company offices as specified,
- making routine/spot checks on vehicles, bags, parcels and vehicles at check points,
- serving as armed guard/escort on cash-in-transit duties or otherwise, as requested,
- making certain that all lighting systems are on at times specified,
- monitoring fire alarm and security surveillance systems where applicable.

Assisting in the operations of the Security Department by:

- investigating and reporting all unusual occurrences,
- performing guard duties at Company functions, as directed,
- functioning as part of the Security Strike Force/Plant Fire Brigade, when necessary,
- maintaining weapons and equipment issued and following procedures for proper recording of same,
- monitoring and transmitting efficiently, any official communications.

Promoting proper record-keeping by:

- keeping timely records on all matters relative to official duties in pocket/station diaries and other registers as applicable,
- registering and accounting for all equipment, keys, etc. taken/returned from post at the end of each shift,
- completing on time, access control forms and other data material issued by the Department,
- making entries as required in the station diary on matters pertaining to security/loss prevention, discipline and welfare of officers.

Contributing to safety and welfare in the event of emergencies or national disasters by:

- assisting in evacuation procedures,
- securing Company property,
- administering First Aid when necessary.

THE SUCCESSFUL CANDIDATE MUST IDEALLY POSSESS:

- A minimum of three (3) C.X.C./G.C.E. passes including English Language.
- Or any other equivalent combination of qualification and experience.
- Assertiveness and the ability to command respect.
 - Written, oral and interpersonal communication skills.
 - Confidentiality and sensitivity.
 - The ability to function under pressure.
 - The ability to obey and take written and oral instructions.

Persons who meet the above requirements are invited to email a complete résumé with cover letter no later than 2026 May 15 to:

General Manager Human Resource & HSSE
Trinidad & Tobago National Petroleum Marketing Company Limited
NP House, National Drive, Sea Lots, Port of Spain
email : vacancies@np.co.tt

NB: Only suitable applicants will be contacted.