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Government Info Page

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Ministry of General Affairs

Department of Personnel & Organization (P&O)

The department is looking for an experienced 'Personnel Advisor'

Core tasks/responsibilities include, but are not limited to the following:

- Be the first point of contact for all Human Resources (HR) related queries;
- Provide proactive support and advice (across the full spectrum of employee relations and civil servant laws);
- Handle disciplinary matters and grievances, ensuring full compliance to policies/legislation;
- Advise on current policies, processes and procedures and prevailing legislation to ensure the civil servant corps is fully compliant;
- Assist managers in performance management where needed, and provide them with support and advice with respect to recruitment;
- Ensure all new employees are fully briefed on government policies and advise on holiday entitlement, absence processes, etc.

Requirements for our preferred candidate:

- Bachelor's Degree, with ample work experience in the HR field;
- Previous experience of working within a (similar) HR generalist role;
- Ability to work with employees and managers of all levels;
- Experience with working in a high pressure environment or ability to work in such an environment;
- Committed, driven and tenacious;
- Client oriented and organization focused;
- High attention to detail and a proactive attitude;
- Confident in ability, knowledge of HR practices, and ability to easily familiarize oneself with P&O legislation;
- Fluent in Dutch & English, both oral and written, with a strong emphasis on Dutch writing skills.

Being in the process of continuous development, our work environment is a dynamic one with high expectations at all times. Work experience in a (semi-) government entity is an advantage.

Candidates with direct ties to St. Maarten are preferred.

Compensation

Salary range: minimum Cg 5,676.25 to maximum Cg 9,918.75.
The salary is based on your relevant work experience and overall qualifications.

Application period

If you are the right candidate for this position, please submit your application letter and resume no later than **September 30, 2026**, to:

The Ministry of General Affairs
Soualiga Road 1, Pond Island
Philipsburg, St. Maarten
Email: Careers@sintmaartengov.org

For additional information, please contact Ms. Selma Adriana, Sr. Personnel Advisor, via email address Selma.adriana@sintmaartengov.org.



ST. MAARTEN

TENDER

Cleaning & Maintenance Services for Public Areas 2026-2031

Principal: The Ministry of VROMI represented by the Department of Infrastructure Management.

Financed by:
The Government of St. Maarten.

Description of Services:
Execution of Cleaning & Maintenance Services for Public Areas within seven (7) designated service parcels, including cleaning, vegetation control, pruning, litter collection, maintenance of public spaces, beaches, Government facilities, wastewater infrastructure, landfill entrances, and related public area maintenance services.

FEE for Tender documents A non-refundable tender fee of CG 360.00 (Three Hundred and Sixty Guilders) must be paid in advance at the Government Administration Building, Counter C or D. A copy of the payment receipt must be emailed to vromi.publictenders@sintmaartengov.org. Upon receipt of proof of payment, the tender documents will be provided electronically reply will be sent within 24 hours. The tender documents will be available as of **24 August 2026** until the tender closing date.

Information Session:
An information meeting regarding the tender will be held at the Ministry of VROMI, Department of Infrastructure Management, Soualiga Road #1, Philipsburg, Sint Maarten, on **14 September 2026**.

Submission of Questions:
Questions concerning the Tender Documents and/or matters discussed during the Information Session may be submitted through the Merccell e-Tendering Platform within twenty-four (24) hours following the Information Session, up to and including **15 September 2026**. Questions received after this deadline will not be considered.

Issuance of Minutes, Responses, and Clarifications:
The minutes of the Information Session, responses to submitted questions, and any resulting clarifications or amendments to the tender documents will be issued to all registered participants within seven (7) working days following the Information Session

Tender Submission Date:
Bids must be submitted electronically through the Government's Merccell e-Tendering Platform in accordance with the Tender Documents no later than **9 October 2026**.

Further Information:
Additional information may be obtained via the Merccell e-Tendering Platform.



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DIVISION LABOR AFFAIRS & SOCIAL SERVICES

MINISTRY OF VSA

EFFECTIVE
AUGUST 31, 2026

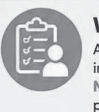
IMPORTANT UPDATE FOR FINANCIAL AID & MEDICAL AID

New requirement for applicants in the Labor Market (ages 18-55)



LEGAL BASIS

This instruction is issued pursuant to Artikel 2, lid 3 and Artikel 15, lid 2 of the *Landsverordening financiële bijstand*, and Artikel 4, lid 5 of the *Landsverordening medische hulp*, which condition eligibility for applicants belonging to the *arbeidsreserve* (Labor market) on registration as a job seeker with the NESC and demonstrable, active job-seeking.



WHAT YOU NEED TO DO

All 1st-time requests and renewals for persons in the age range 18-55 must register with NESC's Employment Services Officers (ESOs) prior to an appointment being scheduled with Social Services.



NESC ESO WALK-IN AVAILABILITY:

TUESDAY – WEDNESDAY – THURSDAY
9:00 AM – 12:30 PM



PROOF OF EMPLOYMENT REGISTRATION IS REQUIRED AT THE TIME OF BOOKING AN APPOINTMENT!

EXEMPTIONS

The following categories are exempt from this requirement:

-  Seniors (56+)
-  Chronic disabled persons
-  MHF clients (active or chronic)
-  Persons under Crisis Care (medical) with a terminal illness or undergoing treatment (e.g., dialysis, chemotherapy)



IMPORTANT REMINDER:

No appointment for Financial Aid or Medical Aid is to be secured for an applicant in the 18-55 age range without this proof.

Stronger Together,
Building a Better Sint Maarten

 FOR MORE INFORMATION
+1 (721) 542-3044

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