



**Ministry of Labour
& Social Security**

"Providing Opportunities, Stability & Social Protection"



Employment Agencies Unit

"Regulating Operators, Protecting Job Seekers"

Approved Agencies for Local Job Placement

December 2025



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Approved Agencies for Local Job Placement

Abbcare Employment Agency

Operated by: Salome Rodriques
584 Mase Way, Spanish Town,
St. Catherine
Tel: 876-321-5219, 876-806-2813

Dallas Employment Agency

Operated by: Novelette Dallas
Pink Plaza, Tower Isle, St. Mary
Tel: 876-793-8032, 876-781-2260,
876-508-0954

Advance Rental & Employment Agency

Operated by: Dionne Alexander
26 Eastwood Park Road, Kingston 10
Tel: 876-906-0384
Email: advanceemploymentja@gmail.com

The Document & Travel Guru

Operated by: Kimberly Lawson-Scarlett
Shop #8, 191 Constant Spring Road,
Kingston 8, St. Andrew
Tel: 876-632-4878
Email: info.thedocumentguru@gmail.com

Alphanso Agency Limited

Operated by: Antoinette Osbourne
30A Constant Spring Road,
Kingston, 10, St. Andrew
Tel: 876-667-7194, 876-285-8062

Eclipse Personnel & Management Services Limited

Operated by: Audrey Bailey
19 Balmoral Avenue, Kingston
Tel: 876-929-2417, 876-960-428
Email: eclipsepersonnel@gmail.com



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Approved Agencies for Local Job Placement (Cont'd)

Evans Solutions Limited

Operated by: Dannine Evans
Lot #30 B, Daniel Town Road,
Falmouth P.O., Trelawny
Tel: 876-428-4501

Innovative Employment & Training Services

Operated by: Maureen Rhiney
14 St. James Street, Montego Bay,
St. James
Tel: 876-971-4012

G'Antoni Management & Consulting Services

Operated by: Gabrielle Jackson-Soltau
30-40 Manchester Avenue, Clarendon
Tel: 876-345-7282, 876-204-7744
Email: gabriellehopejackson@gmail.com

Universal Placement Services

Operated by: Latoya Cassanova-Jones
20Slip Road, Kingston 5
Tel: 876-920-0445

Golden Sparks Employment Agency

Operated by: Lavern Palmer
Shop # 4, Seekers Plaza, 25 James
Avenue, Ocho Rios, St. Ann
Tel: 876-531-1299, 876-868-2033

Y & S Unique Employment Agency

Operated by: Yacheal Smith
53-55 Church Street, Kingston
Tel: 876-317-2721

Impeccable Employment Services

Operated by: Fatima Muwwakkil
Shop #5, 6C Nothern Parkway Plaza,
Albion, Yallahs P.O., St. Thomas
Tel: 876-833-8112

Winov Employment Agency & More

Operated by: Winnifred Moore
81A Molyne's Road, Kingston 10,
St. Andrew
Tel: 876-336-6997
Email: winnedwaynestacey@yahoo.com



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Applications Submitted For Processing of Licence

Ceac Outsourcing Company Limited

Operated by: Christopher Burgess
20 Windsor Avenue, Kingston 5
Tel: 876-927-8324, 876-946-2210

Jace Management & Consultants Limited

Operated by: Jennifer Headlam
20 Windsor Avenue, Kingston 5
Tel: 876-754-5223, 876-754-5200,
876-754-2311



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For further information and updates, visit:

Ministry of Labour & Social Security

Employment Agencies Unit,

1F North Street, Kingston

Tel: 876-676-5806, 876-676-5748

WhatsApp Hotline Tel: 876-553-5457

Email Address: employmentagencyunitja@mlss.gov.jm

Website: www.mlss.gov.jm/departments/mployment-agency-unit/



This list is subject to change on a monthly basis.

This list was last revised in December and is valid until :

December 31, 2025



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