

POSITION DESCRIPTION

National Capital District Commission

AM100018 - Manager - Parks & Open Spaces

NATIONAL CAPITAL DISTRICT COMMISSION

CURRENT POSITION VACANCIES

National Capital District Commission (NCDC) is an administrative authority and operates under the NCDC Act for the purpose of providing municipal services to the city of Port Moresby. The vision of the Commission is to build the best Capital city in the South Pacific region.

NCDC is now inviting exceptional candidates to apply for the following position:

No.	Designation	Grade	Branch
Sustainability & Lifestyle Directorate			
1	Manager – Parks & Open Spaces	NC.12 + Allowances	Parks & Open Spaces

Key Responsibilities:

- Provide leadership and strategic direction for the development, enhancement, and management of parks, open spaces, and roadside gardens, ensuring alignment with the NCDC's environmental and community goals
- Oversee the planning, execution, and evaluation of programs and projects related to parks, recreational facilities, and open spaces, including beautification programs, capital improvements and community engagement initiatives
- Manage and oversee the maintenance and upkeep of parks, gardens, and landscaped areas, including the coordination and supervision of contractors responsible for horticultural care and ongoing maintenance in alignment with safety, environmental and other compliance requirements.

Expected Competencies:

- Bachelor's degree in Parks and Recreational Manager, Landscape Architecture, Environmental Science, or related field. A master's degree or relevant is an asset
- Must hold Grade 12 Certificate as mandatory
- Must hold a Driver's License (minimum Class 3)
- Minimum of 5 years of experience in Parks, Open Spaces and recreational area management or related fields with at least 3 years of managerial or supervisory experience
- Knowledge of Horticulture and landscape management including understanding of plant species, soil management, irrigation systems, pest control, and sustainable landscaping practices essential for maintaining healthy and aesthetically pleasing parks and gardens
- Familiarity with Environmental Conservation and Sustainability Practices including ecological principles, biodiversity conservation, and sustainable resource management, including practices like water conservation, native planting, and waste reduction
- Understanding of Relevant Legislation and Regulatory Compliance including comprehensive knowledge of laws, regulations and other relating to public spaces, environmental protection, health and safety standards, and land use planning in addition to the Public Service Management Act (2014) and the NCDC Act (2001)
- Knowledge of Urban Planning and Design principles, including the integration of green spaces within urban environments, community planning, and the role of parks and open spaces in enhancing the quality of life in urban areas.

This position is open to PNG citizens who are current residents of Port Moresby and are open to both internal NCDC staffs and external candidates. Women are highly encouraged to apply.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the online application form and attach the following - updated CV, copies of educational qualifications and details of three (3) referees with current contact details.

For more information email jobs@vanguard.com.pg alternatively, call (+675) 7500 7500.

Applications close COB Friday, 20th September 2024

Only shortlisted applicants will be contacted

Authorized by:

RAVU FRANK
City Manager

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to jobs@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview