

POSITION DESCRIPTION

PNG Ports Corporation Limited

AM25000146 - Business Development Officer

PNG Ports Corporation Limited (PNGPCL) is a premier maritime service company in Papua New Guinea and is the largest port operator in the South West Pacific, outside Australia and New Zealand.

PNGPCL is committed to delivering high quality service to its stakeholders and is committed to attracting the highest calibre of professionals who can make a difference in the organization.

Applications are invited from qualified and experienced professionals for this position based at the head office in Port Moresby.

BUSINESS DEVELOPMENT OFFICER

Reporting to the Manager Business Development, the Business Development Officer is responsible to identify and develop new business and market initiatives to create opportunities for PNGPCL to strengthen and secure its market position and improve financial growth.

Key Responsibilities:

- Contribute to corporate planning processes by developing strategic, operational and budgetary plans for the Business Development Department consistent with PNGPCL objectives
- Manage strategic partners and create effective business relationships with ongoing business partnerships and develop new business opportunities
- Develop business proposals and business plans in a proficient and comprehensive manner as and when required
- Carry out regular performance analysis on existing businesses and research into future business trends to identify new opportunities and make appropriate recommendations to senior management
- Effectively monitor and identify competition, threats and opportunities for the business and recommend mitigating and proactive strategies to deal with them
- Develop and maintain commercial policies and procedures to support improved business effectiveness
- Prepare accurate and timely periodic reports for management.

Expected Competencies:

- Do you have a Bachelor's degree in Economics, Commerce, Business Studies, Marketing or related field? If yes, provide details
- Do you a minimum of 5 years experiences in a Business Development or commercial role? If yes, please provide details
- What is your knowledge of economic modelling and forecasting? Provide details
- What is your knowledge of product portfolio, marketing, quality assurance and budget control?
- Share your experience in initiating New Business Development?
- What MS applications are you familiar with? Provide details

HOW TO APPLY

Please visit the Vanguard International website: <https://vanguard.com.pg/vacancies/> , download and complete the online application form then submit by email to jobs@vanguard.com.pg with the following documents: updated CV in word or PDF, copies of qualifications and contact details of 3 current professional referees.

For more information, call (+675) 7500 7500.

Applications close at 5pm on Friday, 16 May 2025

Only shortlisted applicants will be contacted

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.