

## **POSITION DESCRIPTION**

National Information & Communications Technology Authority (NICTA)

### **AM7012 - Director, Economics Consumer & International Affairs**

The **National Information & Communications Technology Authority (NICTA)** is an independent regulatory authority established through the NICTA Act 2009 (Act). NICTA is the primary regulator of the Information Communication and Technology (ICT) industry in Papua New Guinea (PNG) with specific focus on telecommunications, radiocommunications, and broadcasting.

NICTA is inviting **exceptional candidates** to apply for this management role: This position is based in Port Moresby

#### **Director – Economics, Consumer & International Affairs**

This position reports to the Chief Executive Officer and is responsible to direct, manage, coordinate and lead the Economics, Consumer and International Affairs Department so that NICTA's statutory objectives of promoting competition, consumer welfare and international relations are met.

#### **Key Responsibilities:**

- Responsible for personnel and financial management of the Department
- Directs, monitors, evaluates and supervises the work of the Department and is responsible for the organization and work performed by the Department, and in particular, plans, coordinates, monitors and evaluates such work, participates on senior management committees as well as leads and or coordinates specific projects
- Directs investigations into consumer and industry complaints
- Plans, develops, manages, coordinates and supervises public inquiries and public consultations on issues affecting the industry and consumers in accordance with the National ICT Act 2009
- Directs the preparation of Public Inquiry and Public Consultation Reports and reports outcomes to management/Board/Minister and recommends the Making of Statutory and or Mandatory Instruments including Regulations, Rules, Guidelines, Determinations, Specific Pricing Principles, Procedures etc which instruments are conduits for regulatory invention
- Ensures the implementation of Statutory Instruments through ongoing monitoring
- Directs, coordinates and institutes dispute resolution procedures including arbitration to resolve industry disputes
- Co-ordinates, works and liaises with the industry and consumers on issues affecting the industry, consumers and stakeholders
- Organises, coordinates, leads and participates in meetings, workshops, conferences
- Develops an enabling regulatory environment to attract investment in the sector and to promote competition
- Assists and advises the CEO in the direction and management of NICTA in particular reviews NICTA's performance (financial, reporting, corporate objectives) against their stated objectives and advises on necessary action to be taken and monitors the implementation of Board decisions and relevant National Executive Council Decisions
- Assists and advises the CEO/Board and on economics regulations, consumer protection and international relations, cooperation and treaties and provides guidance to the CEO matters affecting the Department
- Assists and advises the CEO in implementing government policy, preparing cabinet submissions, briefs, speeches and various reports for the Minister and NEC
- Prepares a variety of management reports, plans, as well as Board Papers, National Executive Council Submissions
- Acts as the principal NICTA/PNG representative visa-viz governments, telecommunications, international and regional organisations, development agencies and other stakeholders in the region, develops and maintains close relationships with these entities at the highest level
- Develops and maintains close relationships with satellite filings clients of NICTA at the highest level, and ensures that any agreements entered into with these entities are implemented including directing the review and negotiations of these arrangements.

- Represents NICTA, PNG in international fora, conferences and meetings including leading delegations, overseeing preparatory activities including delegation briefs/position papers and reporting to management/Board/Minister/NEC on outcomes
- Responsibility for ensuring close liaison with and consultation with the industry, stakeholders and end-users to carry out the work of the Department and respond to queries in a timely manner
- Oversee and coordinate publicity, public relations, outreach and media activities of the Department
- Carries out any other duties as assigned by the Chief Executive Officer.

**Expected Competencies:**

- Bachelor's or Post graduate degree in Telecommunications, Finance, Public Administration, Economics, Law, Business or related field with evidence of specialization in telecommunications
- Over 15 years of progressively responsible experience in the telecommunications/ICT field
- Extensive knowledge and practical experience in telecommunication policy, regulatory and economics
- Knowledge and understanding of the international telecommunications framework, treaties and regulations, National ICT Act 2009 and Regulations
- Proven managerial experience and ability to provide effective leadership. Resourcefulness, initiative, maturity of judgment and negotiating skills
- Good technical and analytical problem-solving skills including a demonstrated ability to understand and analyse complex situations
- Understanding of telecommunications sector in terms of policies, regulations and industry
- High level of negotiation skills, project management, development of project proposals and documentation including computer literacy
- Ability to initiate and maintain working relations at all levels. Tact, diplomacy and ability to work effectively with staff and officials at all levels.

**The minimum Experience & Qualifications required for each of these positions are clearly stated in the full position description available for each position.**

We encourage applicants to request a full PD from our office to review before applying.

**This position is open to PNG citizens only.**

**APPLY NOW**

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

Complete the application form and follow the website instructions to forward to us including a detailed CV and three current referees.

Alternatively, please call us on (+675) 7500 7500 or email [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg)

**Applications close COB Friday 24<sup>th</sup> March 2023**

**Only shortlisted applicants will be contacted**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@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**