

POSITION DESCRIPTION

Special Economic Zone Authority

AM7058 - Chief Executive Officer

Executive Opportunity

Special Economic Zone Authority (SEZA) is the Statutory Authority established through the Special Economic Zones Authority Act 2019. SEZA is the sole National Developer and Regulator for Special Economic Zones in Papua New Guinea. The Authority is mandated to be the facilitator for the creation, development, operation, maintenance and promotion of Special Economic Zones.

SEZA is inviting **exceptional candidates** to apply for this vital role based in Port Moresby:

Chief Executive Officer

Reporting to the Board of the SEZ Authority, the Chief Executive Officer (CEO) is responsible for providing the day-to-day leadership necessary to ensure the SEZ Authority, through its legislative mandate and purpose, delivers a consistently successful and efficient SEZ operations throughout the country.

As CEO, the leadership and operational responsibilities include establishing an organization focused on the enablers necessary for successful SEZs and building strong relationships with key stakeholders, such as investors, National, Provincial and Local Level Governments, and communities, through the creation of economically viable SEZs that attract investment and delivers mutually beneficial return to all stakeholders.

Key Responsibilities:

- Develop and maintain close working relationship with the SEZ Authority Board through the Board Chairman for the daily efficient and effective operations of the SEZ Authority
- Develop and maintain close working relationship with relevant Local Level Government and Provincial Government Authorities within the specific delimited geographic area, where the SEZ is located to ensure smooth and uninterrupted operations of all activities inside the SEZ
- Provide strategic financial and operational update and advice to the Board
- Manage the business risks that would potentially affect the operations of the Authority's Subsidiary Authority and take mitigating steps to address risks and advise the Board accordingly and in a timely manner. (Ref...)
- Support the Board with sound and relevant information to help with authorising, and regulating the establishment, development, operation, and maintenance of multi-use SEZ throughout the country in accordance with the Special Economic Zone Authority Act, 2019
- Prudently conduct assessment and ensure Board is well informed when deciding to issue Special Economic Zone Licences and SEZ User Licences including other Certificates, Permits, and related authorisations
- Works closely with the executive management team to implement a 'merit based' hiring practice that ensures employees that are recruited meet the bare minimum requirements for: Qualification, Experience, Competence, and Capability Levels
- Lead and inspire Team consensus in implementing and effective monitoring and evaluation of the Authority's strategic implementation and take corrective actions in the interest of the Authority and its strategic goals
- Updates job knowledge by remaining aware of new regulations, participating in educational opportunities, reading professional publications, maintaining personal networks, and participating in official event organised by professional organizations
- Ensure there is mentoring of staff, and collaboration between team members in producing the expected outcomes
- Participate meaningfully in the Authority's human resources matters such as (staff recruitment, discipline, and staff development) as the designated officer responsible for staff.

Expected Competencies:

- Bachelor's, or master's degree in business, accounting, finance, or a related field
- Minimum of 6 years of executive management experience - a demonstrated experience on SEZ executive management or experience in similar roles will be an advantage
- In-depth understanding of the industry including risk management, compliance, regulatory requirements, local, and regional issues
- In-depth understanding of the provisions of the Special Economic Zone Authority Act, 2019 is an important requirement
- In-depth understanding of accounting principles including the requirement of the Public Finance Management Act, the Company's Act and other relevant Legislation as they apply to the Special Economic Zone Authority
- Strategic leadership ability and experience
- Executive management exposure to start-up ventures is desired.

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. A full Position Description is available upon request.

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

Applications close COB Friday 16th June 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 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