

## **POSITION DESCRIPTION**

Kutubu Gas Holdings Limited

### **AM8020 - General Manager**

**The Kutubu Gas Holdings Limited (KGHL)** is a corporate trustee landowner company incorporated in 2020 under the Companies Act to hold the Kutubu PDL2 landowner's 12% Kroton Equity option interest of the PNG LNG Gas Project.

KGHL was established on a vision of spearheading meaningful transformation and shaping an empowered future for the citizens of Papua New Guinea, in particular Kutubu (PDL2) landowner communities in the Southern Highlands Province.

KGHL urgently requires qualified and experienced candidates to apply for this Management role.

### **GENERAL MANAGER**

Reporting directly to the Chairman and Board of Directors, the General Manager is responsible for driving the company's growth, implementing strategic plans, and ensuring efficient management systems, including overseeing of Corporate Affairs, Investment Strategies & Management, and Human Resources, creating a cohesive team to achieve the company's objectives.

#### **Key Responsibilities:**

- Develop and execute a comprehensive strategic vision that aligns with the company's mission and long-term goals
- Drive innovation, market expansion, and revenue growth through strategic initiatives and partnerships
- Provide strong and inspiring leadership to the Corporate Affairs Manager, Investment Manager, and Human Resources Manager, fostering a collaborative and high-performance work culture
- Set clear expectations, offer guidance, and promote professional development among team members
- Develop strategic plans that outline the company's direction, goals, and actionable steps to drive growth and achieve financial objectives
- Continuously assess industry trends, competitive landscape, and market dynamics to adapt strategies accordingly
- Design and implement effective management systems and processes to streamline operations, enhance efficiency, and ensure seamless collaboration among departments
- Collaborate closely with the Corporate Affairs Manager to develop and execute communication, public relations, and stakeholder engagement strategies
- Ensure the company's positive image and reputation through transparent and effective communication
- Work closely with the Investment Manager to define investment strategies that align with growth targets and risk tolerances
- Oversee the implementation of investment plans, monitor performance, and ensure risk mitigation
- Provide strategic direction to the Human Resources Manager to attract, retain, and develop a skilled and motivated workforce
- Ensure HR practices align with the company's values and support employee growth
- Prepare and present comprehensive reports to the Board of Directors, outlining company performance, growth opportunities, and challenges
- Maintain open lines of communication with the Board, providing insights and recommendations for informed decision-making
- Identify and pursue new business opportunities, partnerships, and ventures that align with the company's growth objectives
- Leverage networking and industry expertise to drive revenue and expand the company's market presence
- Uphold the highest standards of ethics, integrity, and professionalism in all interactions, decisions, and leadership actions

- Set an example for the entire organization to follow in adhering to ethical practices.

**Expected Competencies:**

- Bachelor's degree in Business, Finance, Economics or similar (Master's preferred)
- Proven track record of successful leadership at the executive level, preferably in the energy sector or related industries
- Sound knowledge of PNG Oil & Gas sector and the relevant State legislation
- Ability to build and maintain strong relationships with key Government Departments
- Strong strategic thinking, analytical skills, and the ability to drive innovative solutions
- Exceptional communication and interpersonal abilities and the ability to build a strong Management team and relationships with key stakeholders
- Experience in developing investment strategies, investment management, corporate affairs, and human resources best practices
- Experience in presenting to and collaborating with the Board of Directors
- Strong negotiation, problem-solving, and decision-making skills
- High level of integrity, ethics, and professionalism.

**APPLY NOW**

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Follow the instructions to complete the online application form and submit with an updated CV and details of 3 referees with current contact details.

Full Position Description can be requested via email [jobs@vanguard.com.pg](mailto:jobs@vanguard.com.pg) alternatively, call (+675) 7500 7500.

**Applications close COB Friday, 15 September 2023**

**Only shortlisted candidates 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](mailto: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**