

# VACANCY ANNOUNCEMENT

## **EASTERN CARIBBEAN TELECOMMUNICATIONS AUTHORITY (ECTEL)**

### **POST OF MANAGING DIRECTOR**

The **Eastern Caribbean Telecommunications Authority (ECTEL)** invites applications for the position of **Managing Director**.

We seek a creative and innovative thinker with empowering leadership skills to:

- Ensure the efficient use and day-to-day management of ECTEL's resources and staff.
- Ensure the implementation and directives of the Council of Ministers and Board of Directors.
- Make recommendations on issues of licenses and frequency authorisations.
- Supervise the formulation of policy recommendations to be made to the Board and Council.
- Provide advice to the National Telecommunications Regulatory Commissions (NTRCs) in Contracting States on operational, administrative and regulatory matters.
- Ensure the implementation of harmonised regulations and other procedures in ECTEL Member States.
- Prepare annual operating budget and work plan for ECTEL and any special budgets for approval by the Board.
- Oversee the development and promotion of ECTEL's public relations plan.
- Liaise with the OECS Secretariat on the implementation of specific programmes and projects related to Telecommunications and ICT.

#### **Qualifications & Experience:**

- Degree Level in Social Sciences, Telecommunications, Engineering, Computer Science or Law.
- Higher management qualification (e.g. MBA).
- Relevant specialist/ technical qualification (e.g. telecommunication and/or regulations).
- A proven track record of successful leadership within a multi-stakeholder organisation.
- Proven track record of successful financial management including the management of substantial budgets.
- Extensive experience and demonstrable success in leading and managing organisational change.
- Experience successfully developing and sustaining a customer focused culture
- A track record of forging successful partnerships and building strong work relationships with internal and external stakeholders.

- Experience managing contracts, including tendering and procuring to achieve organisational objectives.

**Skills, Knowledge & Abilities:**

- Comprehensive knowledge of relevant telecommunications regulations and policy issues
- Exceptional interpersonal, communication, negotiation and presentation skills
- Sound judgement and ability to handle competing priorities and challenging workload
- Technology savvy; committed to improved service through the use of technology
- Strong business acumen with the ability to manage budgets and resources effectively
- Sound understanding of effective governance in not-for-profit organisations
- Familiarity with Caribbean policy-making environments
- Thorough understanding of Human Resources and Performance Management best practices

Applications with most recent Curriculum Vitae must be submitted via email to [admin@lci-inc.com](mailto:admin@lci-inc.com) on or before **September 8<sup>th</sup>, 2017**. Only suitable applications will be acknowledged.