



CAREER OPPORTUNITY

CHIEF EXECUTIVE OFFICER

The process to merge the Consumer Affairs Commission and the Fair Trading Commission is close to completion. The Ministry of Industry, Investment & Commerce now invites applications from suitably qualified candidates to fill the position of Chief Executive Officer (CEO) for the new entity.

JOB PURPOSE

Under the direction of the Board of Management, the CEO will play an integral role in the overall management of the entity. In collaboration with the Board, the CEO establishes the vision, mission and values; and provides direction to the senior executives to align the vision to the strategic initiatives. The CEO will ensure that employees adhere to all relevant Acts, Regulations, guidelines and principles; and ensure they are incorporated into the strategies and operations of the organization. The CEO is expected to demonstrate commitment to high standards of ethical and business conduct.

CORE OUTPUTS

- Mission, vision & strategic planning initiatives developed, implemented and managed
- Legal & regulatory compliance overseen
- Quality customer service principles established, implemented and managed
- Corporate communications and public education strategies overseen
- Financial management and procurement directed
- Risk management mechanisms directed
- Strategic and Operational plans and budgets developed and implemented

REQUIRED COMPETENCIES

- Excellent interpersonal and team management skills
- Excellent communication skills
- Strong customer relations skills
- Excellent planning and organizing skills
- Excellent judgment and decision-making skills
- Excellent leadership and people management skills
- Possess logical problem-solving skills and the ability to manage strategically
- Ability to exercise initiative and sound judgment
- Proficient knowledge of the Jamaican legal framework;
- Comprehensive knowledge of GOJ operations and of public sector issues.
- Sound knowledge and experience in Consumer Protection and Competition issues
- Sound knowledge of global developments, contemporary practices and trends in Consumer Protection and Competition
- Good knowledge of legislation, regulations and established policies governing Financial Management and Human Resources in the public service (include Staff Orders, Public Service Regulations, HR Manuals, FAA Act, etc.).

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Master's Degree in Management Studies, Public/Business Administration, Financial Management, Law, Economics or related social sciences;
- Ten (10) years' experience in a strategic leadership and customer-centric environment, with at least five (5) years in a senior role in the public/private sector.



**Ministry of Industry
Investment & Commerce**

Jamaica's **Business** Ministry

- Advanced training in leadership and change management would be an asset;

Further details in relation to this position can be accessed at www.miic.gov.jm

**Applications accompanied by Resume should be submitted no later than
March 20, 2024 to:**

**The Permanent Secretary
Ministry of Industry, Investment & Commerce
4 St. Lucia Avenue
Kingston 5
Email: ps_office@miic.gov.jm**

We thank all candidates for responding, however only short-listed applicants will be contacted