



## **REGULATED INDUSTRIES COMMISSION**

### **VACANCY NOTICE**

The Regulated Industries Commission (RIC) is a regulatory body, established by Act No. 26 of 1998, to regulate the Water and Electricity Sectors. The Commission is currently seeking to recruit a suitably qualified and experienced individual to fill the position of:

### **EXECUTIVE DIRECTOR**

#### **General Accountability**

The Executive Director is the Chief Executive Officer of the Commission. Under the directions of the Board of Commissioners, the position will have responsibility for the strategic direction of the organisation including oversight of the regulatory activities within the Water and Electricity Sector as provided for in the Regulated Industries Commission's Act. The position will also manage the overall day to day operations of the Commission to achieve the expected end results through effective use of available resources and within the policy framework established by the Board of Commissioners and statutory legislation.

#### **Nature & Scope**

The Executive Director exercises direct corporate oversight over all the functional areas of the Commission and ensures the optimal functioning of the entity by developing policies and procedures to guide operations, and implement policies, procedures and guidelines as approved by the Board of Commissioners. This leadership role will also involve developing public forums to promote awareness of regulation within the industry and among other major stakeholders to ensure widespread collaboration and alignment to the Commission's regulatory objectives while utilising financial and other resources to effectively and efficiently benefit Trinidad and Tobago.

#### **Specific Accountabilities**

1. In collaboration with the Board of Commissioners, develops a long range strategy that ensures that the RIC achieves its mission, goals and strategic objectives in a consistent, effective and timely manner.
2. Set the direction and provide leadership to the Functional Department Heads in developing and executing strategies to realise short and long term objectives.
3. Authorises expenditure in accordance with the delegated limits of authority.
4. Prepares, presents and supports the Commission's Business Plan to the Board of Commissioners for each operating year.
5. Manages and submits to the Commissioners the annual budget and ensures the billing and collection of fees and cess as approved by the Line Minister.
6. In collaboration with the Departments Heads, ensures that the RIC's human capital is strategically managed to facilitate the successful achievement of set goals and objectives.
7. Ensures the development and implementation of risk management systems and procedures and ensure the RIC operates within its legal mandate and comply with all legal, statutory and regulatory requirements.
8. Leverages external communications through a wide cross section of key stakeholders (service providers, consumers, media, government etc.) to positively impact the national mandate of the RIC.
9. Represents the interests of the Commission in the course of the Commission's business, through the dissemination of regularly scheduled publications and other information as necessary, to promote the advancement of quality service delivery by the utility sector.
10. Develops and maintains appropriate national and regional forums comprised of all stakeholders on matters affecting the development, effective management and the economic and social implications involved in the utility sectors.
11. Ensures that the Commission operates in a manner which represents the highest standards of transparency consistent with "best practices" employed in developed nations.
12. Integrates the Commission's activities with other regulatory agencies, both indigenous and global, incorporating regulatory trends which will promote the efficient and continued development of the nation's utility sector.
13. Promotes the dissemination of regulatory information to all interested parties through the use of various media, including electronic.

14. Ensures the adjudication of consumer complaints disputes.
15. Ensures that consumers are well represented through an established and effective use of the Customer Service Department and their interaction among all Commission staff.
16. Ensures that the operation of the Commission conforms to the laws of Trinidad and Tobago.
17. Represents the RIC locally, regionally and internationally at relevant conferences in an effort to network and promote regulatory development opportunities.

## **Person Specifications**

### **Minimum Acceptable Academic/Technical/Professional Qualifications**

- First Degree in Economics, Finance, Business Administration or related discipline.
- Masters Degree in Economics, Finance, Engineering or MBA
- Any further education in Regulation or Regulatory Policy will be an asset.

### **Minimum Number of Years of Relevant Experience**

- Fifteen (15) years management experience of which ten (10) should be at a senior managerial level combined with knowledge of the utility sectors under regulation and regulatory operation.
- Significant experience in national policy formation and implementation.
- Knowledge of local, regional and international economic utility regulations standards and practices would be a definite asset.

### **Specific Skills/Experience and/or Knowledge**

- Exceptional leadership skills and ability to resolve conflicts and challenges
- Exceptional management and supervisory skills
- Understanding of business operations, finance and economics
- Excellent analytical skills
- Strong communication skills
- Ability to manage a multi-disciplinary professional staff

Applications together with documentary evidence of Academic Qualifications, Training and Experience and the names and contact numbers of two (2) referees should reach:

Manager, Human Resources and Administration  
Regulated Industries Commission  
c/o Furness House, 3<sup>rd</sup> Floor  
Cor. Wrightson Road and Independence Square  
PORT OF SPAIN  
Republic of Trinidad & Tobago  
E-mail: [hr@ric.org.tt](mailto:hr@ric.org.tt)  
Subject Line: APP (Exe.Dir.)

Closing Date April 25<sup>th</sup>, 2017

We thank all applicants for their interest but advise that only candidates selected for interviews will be contacted.