



Particulars for the post of Executive Director

Roles and Responsibilities:

To be responsible to the Council for the proper administration and management of the functions and affairs of the Construction Industry Development Board in accordance with the policy laid down by the Council.

Qualifications:

By selection from among candidates who –

A.(i) are registered as Professional Architect under Section 13 of the Professional Architects Council Act 1988 or as Professional Engineer under Section 13 of the Registered Professional Engineers Council Act No. 49 of 1965, as subsequently amended or as a Professional Member of the Royal Institute of Chartered Surveyors (Quantity Surveying)

OR

(ii) possess –

- (a) a Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”; and
- (b) a degree in Finance or Administration or Management or Economics from a recognised institution.

B. possess a Master’s Degree in Management or Business Administration from a recognised institution

OR

Equivalent qualifications to A(ii) and B above acceptable to the Council.

C. Candidates should also –

- (i) reckon at least 15 years' post qualification experience at senior management level;
- (ii) be computer literate;
- (iii) possess strong leadership and communication skills;
- (iv) have a good knowledge of economic development policies; and
- (v) be proactive and resourceful and capable to work under pressure.

Note

Qualification at A(i) above should have been obtained prior to qualification at B above.

Qualification at A(ii) (a) above should have been obtained prior to qualification at A(ii)(b) above and qualification at A(ii)(b) above should have been obtained prior to qualification at B above. However, candidates who, as at 30 June 2008, did not possess the qualification at A(ii)(a) above, will also be considered provided they hold –

- (a) a Cambridge School Certificate or Passes at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or an equivalent qualification acceptable to the Council; and
- (b) a PhD or a second Master's Degree or a postgraduate diploma from a recognised institution **or** an equivalent qualification acceptable to the Council.

Qualification at (a) under '**Note**' should have been obtained prior to qualifications at A(ii)(b) and B above and at (b) under 'Note'.

Candidates should produce written evidence of experience claimed.

Salary: Rs 75,000

Other Benefits: As per PRB Report 2008

Mode of Application: Please submit a detailed CV along with the Application Form and copies of Certificates and testimonials.

CIDB

December 2009