

# CEO - JOB OPPORTUNITY

1. Heavy Industries Taxila Board is incorporating a public sector company limited by shares as a subsidiary company of Heavy Industries Taxila. The company invites applications for the position of **Chief Executive Officer** on contract basis from candidates with quality experience of working in senior management and leadership of public sector entities. The appointment for the position of Chief Executive Officer shall be made in accordance with provisions of Companies Act, 2017 Public Sector Companies (Corporate Governance) Rules, 2013 and Public Sector Companies (Appointment of Chief Executive) Guidelines, 2015.

## **Qualification Criteria**

2. The candidate must:-
- Possess minimum qualification of Masters degree in Management Sciences, Economics, Finance, Business Administration or in any relevant field of commercial and manufacturing sector and from a reputed local or foreign University duly recognized by Higher Education Commission of Pakistan (HEC); and
  - Either be a recognised businessman, member of a recognised body of professional accountants or professional registered with a professional institute having at least experience of 15 years in commercial or manufacturing sector.

## **Age Limit**

3. Maximum age limit up to 55 years as on 30 September 2020.

## **Position Experience Required**

4. The company is looking for an individual carrying demonstrated experience of not less than 7 years:-
- As Chief Executive Officer, Managing Director or at a senior management level in public sector companies or similar organisations that have commercial attributes; or
  - At the level of member of governing body of a professional institute or as a head of department.

## **Skills and Competencies**

5. The candidate must:-
- have experience in setting up or running a public sector company in view of its principal line of business and objectives.
  - have administrative and management skills and the ability to work and communicate with board members, stakeholders, partners, consultants, officials and subordinate teams.
  - demonstrate experience of providing strategic vision and managing multiple teams of top professionals and delivering concrete and measurable results in corporate environment.
  - have experience in negotiating agreements, joint ventures, partnerships, or MOUs with national and international business entities.
  - possess effective knowledge of business administration, accounting, financial, corporate compliance and commercial manufacturing jargons.

## **Job Responsibilities**

4. The responsibilities will be as under:-
- Create an environment and culture that focuses on fulfilling the company's mission, vision, and values.
  - Operational management of company's departments with coordination of all partners, stakeholders, consultants and other professionals associated with the company's affairs.
  - Develop business prospects by studying economic trends and revenue opportunities; projecting acquisition and expansion prospects; analyzing organisation operations; identifying opportunities for improvement, cost reduction, and systems enhancement; and accumulating capital to fund expansion.
  - Implement corporate policies and guidelines laid down by the Board of Directors.
  - Making appropriate arrangements to ensure that funds and resources are properly safeguarded and are used economically, efficiently and effectively and in accordance with all statutory obligations.
  - Oversee financial performance and risk profile while ensuring that all of regulatory obligations and corporate compliance are met.
  - Represents company's interests at meetings, business functions, community events, industry training and networking opportunities.
  - Adhering to the public sector company's code of conduct, and maintaining high standards of propriety in the conduct of the public sector company's business.
  - Communicating, on behalf of the company, with prospective partners, organizations, shareholders, government entities and the public.

## **Pay Package**

5. Competitive market-based (or as per company policy) salary and perks (commensurate to qualification and experience). This appointment will be on contract basis for the period of two years and shall be subject to extension upon satisfactory performance and by the approval of the competent authority as per company's policy.

## **Application Process & Selection**

6. Following application and selection processed will be followed:-
- A soft copy of the application and declaration form can be downloaded from the website [[www.hit.gov.pk](http://www.hit.gov.pk)] and applicants are required to send the application, signed declaration and C.V. in sealed envelope with the subject "**Application for CEO Position**" latest by **05 October 2020** to the **Acting CEO Margalla Heavy Industries Limited C/o Commercial Directorate, Heavy Industries Taxila, Taxila Cantt, Post Code 47070, Punjab, Pakistan. Tel: 009251-9315020.**
  - Copies of degrees/testimonials and experience certificates along with application form, declaration form and C.V must be submitted. The candidates must also provide their contact details such as mailing address, cellular no. and email.
  - The application and declaration must be filled in the prescribed format and any incomplete application shall not be considered for evaluation and selection.
  - Only short-listed candidates shall be called for interviews. Candidates may be requested to furnish further information or documentation, if required.
  - No TA/DA is admissible.