



<https://website.crosq.org/job/director-dominica-bureau-of-standards/>

Director – Dominica Bureau of Standards

Description

Applications are invited from suitably qualified persons for the position of Director, Dominica Bureau of Standards. The Director is the Chief Executive Officer of the Bureau and reports to the National Standards Council.

Competencies Required

- Excellent oral and written communication, leadership, interpersonal, motivational, problem solving and organizational skills;
- Ability to effectively lead a team of technical professionals;
- Critical and analytical thinking

Education

- A post-graduate Degree in Applied or Natural Science from an accredited university;
- Training and or certification in Finance and General Management
- A Doctoral Degree in a scientific field would be a distinct advantage

Experience

- Minimum of seven (7) years experience in a senior role in the successful management of a scientific or technical institution of 20-30 employees or comparable size;
- Proven experience in resource management, investment and budgetary control, finance and project management;
- Proven experience in engendering a culture of engagement, collaboration and team work;
- Conversant with systems of Standardization, Metrology and Conformity Assessment;
- Working knowledge of Industrial Relations, Accreditation and Quality Systems.

Duties

The Duties include:

- Formulating policies for directing the activities of the Bureau;
- Developing the major objectives, identifying key results areas, plan strategies, organize for effective and harmonious management of the organization;
- Providing the Government, the public and private sector administrators with standards related to technology and advice for economic performance;
- Facilitating the development of required national standards to promote trade, safeguard the health of consumers and be an active partner in the regional and international standards development process;
- Preparing Annual Work Plans and Budgets;
- Preparing quarterly and annual reports, including Financial Statements on the work of the Bureau; and

Hiring organization

Dominica Bureau of Standards

Job Location

Stockfarm, P.O. Box 1015, Roseau, CARICOM, Dominica

Date posted

January 5, 2024

Valid through

14.02.2024

- Undertaking performance appraisals and providing opportunities for employee growth and productivity.

Terms and Conditions

The position will be on a contractual basis for a period of two (2) years, renewable upon satisfactory performance. The successful applicant will receive a compensation package based on qualification and experience to include a basic salary, a combined travel and entertainment allowance and a gratuity upon satisfactory completion.

Contact Details**Address for Applications**

Applications should be sent under CONFIDENTIAL cover to the

Chairman
National Standards Council
Dominica Bureau of Standards
National Centre of Testing Excellence, Stock Farm,
P. O. Box 1015, Roseau,
Dominica, W. I.

Via email: chairnsc@dominicastandards.org

The names and contact details of three (3) referees should be included in the Letter of Application.

Deadline

The closing date for the receipt of applications is Wednesday, February 14, 2024.