



TRINIDAD AND TOBAGO  
BUREAU OF STANDARDS

# VACANCY

EXECUTIVE SEARCH

## EXECUTIVE DIRECTOR

*Applications are invited for the role of Executive Director of the Trinidad and Tobago Bureau of Standards (TTBS)*

### THE ORGANIZATION

#### Our identity

The Trinidad & Tobago Bureau of Standards (TTBS) is a corporate body established on July 8th, 1974 and now governed by the authority of the Standards Act Chapter 82:03. TTBS operates under the aegis of the Ministry of Trade and Industry. It has a statutory responsibility for the quality of goods and services that are subject to trade in the Republic of Trinidad & Tobago, except food, drugs and cosmetics.

#### Our purpose

To champion the development and implementation of standards, measurement systems and conformity assessment services for the competitiveness and sustainability of Trinidad and Tobago.

#### Our aspiration

To be the essential provider of National Quality Solutions leading to a standards conscious society that is globally competitive.

### THE ROLE

Under the direction of the Board of Directors of the TTBS, and in keeping with the provisions of the Standards and Metrology Acts, the Executive Director would be required to lead the Bureau's Executive Management Team in the creation and execution of strategies to enhance the competitiveness of Trinidad and Tobago through the development of a National Quality Infrastructure and the promotion of a culture of quality.

#### Principal Accountabilities

In order to achieve the objectives of the role, the Executive Director, must be a proven leader with demonstrated experience in: strategic and resource management, brand management, building and sustaining a range of partnerships with various stakeholders and the public and implementing initiatives to mold the TTBS into a sustainable and globally competitive provider of quality solutions.

### MINIMUM QUALIFICATIONS & EXPERIENCE

The preferred candidate must have extensive knowledge in quality systems and standards and its related sectors. The incumbent must also demonstrate well developed analytical skills, awareness of the changing policy landscape, business planning and management skills, excellent communication skills both oral and written.

#### Applicants must hold:

Tertiary education as evidenced by the possession of the Bachelor's degree in the Natural Sciences, Physical Sciences, or Engineering and Post graduate qualification in Quality, Business Management or other relevant discipline from a recognized institution.

- A minimum of ten years (10) experience in an Executive level position in a technically oriented, unionized, business environment with responsibility for ensuring organizational compliance with international quality standards.

- Or possess an equivalent combination of *criteria and wish to be considered for this opportunity.*

#### To apply:

Reference: Vacancy – Executive Director TTBS  
Address to: Manager Strategic Human Resources and Development  
Email: [michelle.paterson@ttbs.org.tt](mailto:michelle.paterson@ttbs.org.tt)



**CLOSING DATE: 15 JULY 2022**

Please note that unsuitable applications will not be acknowledged.