



# National Gazette

*PUBLISHED BY AUTHORITY*

(Registered at the General Post Office, Port Moresby, for transmission by post as a Qualified Publication)

No. G38]

PORT MORESBY, TUESDAY, 21st FEBRUARY

[2006

*Vacancy Notification under the Statutory Authorities (Appointment of Certain Offices) Act 2004*

## GENERAL SECRETARY OF OIL PALM CORPORATION

THE OIL PALM INDUSTRY CORPORATION is an equal opportunity employer and encourages both men and women to apply. Application are now invited from qualified and experienced people who are able to satisfy the minimum person specification detailed below. To apply please forward written applications with Resume to:—

The Acting Chairman  
OPIC Board of Directors  
c/-New Britain Oil Palm Limited  
West New Britain Province.

1. (a) The Position:—

Reporting directly to the Board, the General Secretary (GS) is responsible for the Corporation's Mission, Vision and Goals for the future, in accordance with the strategies, policies, program and performances requirements approved by the Board.

(b) Responsibilities:—

- As Chief Executive Officer, plan, organize, direct and control the work of the Corporation.
- Act as Secretary to the Board of Directors, Co-ordinate the distribution of Board Papers and keep members informed of developments within the Corporation.
- Ensure timely action of Board decisions.
- Prepare a Corporate Plan that reflects the potential for increasing productivity and plantings of smallholder Oil Palm growers, and address the factors limiting the realization of this potential. Monitor, assess and evaluate progress in implementing the plan, and as circumstances dictate, review and revise it.
- Co-ordinate the preparation of annual plans by projects and monitor progress where necessary. Initiate corrective action.
- Advise the Board on policies with respect to Personnel and Financial Management, control of assets.
- In consultation with project staff, design an extension programme that meets small holders needs.
- Negotiate with relevant Government Department to secure fundings for the Corporation.
- Create an environment conducive to improving smallholder productivity by liaising with Government and non Government Organization on such matters as land administration, agricultural credit, research and Government policies.
- Advise Government on new project proposals to expand smallholder plantings.

**General Secretary of Oil Palm Corporation:—*continued***

2. Qualification for the Job:—

The successful applicant will have a recognized tertiary qualification in Agriculture and Rural Development, Experience in Tree Crop, with well-established management and organization skills.

3. The Person:—

The person we seek should be successful Manager with at least fifteen (15) years work experience five of which must have been gained in the Oil Palm Industry. The rest of the applicant's management experience will have been gained in agriculturally relative activity or business in the Public/or Private sector. It is highly desirable that the applicant has worked directly or been associated with delivering extension services to farmers.

The application must include the Government Gazette No., Dated of Gazette, Personal Details and Employment History.

*Closing Date:*—6th March, 2006.

Authorized by:—

N. THOMPSON,  
Acting Chairman,

Oil Palm Industry Corporation—Board of Directors.