



**Chief Executive Officer
Unit Trust of Samoa**

POSITION COMPETENCIES

A. SKILLS AND ABILITIES

1. Strategic Thinking

- Articulates a clear vision for the organisation and inspire a sense of shared purpose that drives the Company's vision and long-term direction.
- Analytical acumen, with an understanding of unit trust-specific pricing and fees structures.
- Demonstrate understanding of corporate governance issues as they apply to Public Bodies and organizations and delivering 'public-good' objectives.
- Develop clear goals that are consistent with approved strategies, identify priority activities and allocate resources appropriately.
- Ability to identify strategic issues, opportunities and risks and be able to communicate effectively, broad and compelling organisational directions.
- Able to initiate and analyze policies and provide strategic advice at the Ministerial and Board level.
- Demonstrates a clear understanding of political, social, financial and economic factors affecting the Company and the Trust Fund.
- Strong strategic skills, the ability to develop long term value-creating opportunities for the Company and the Trust Fund whilst not losing focus on shorter term results.
- Sound knowledge of all current relevant legislations governing the Company's operations and all legislation related to public bodies.



2. Building Relationships

- Nurtures internal and external relationship.
- Develops guides and monitors employees.
- Values individual's differences, strengths and potential and harness these to achieve the Company's goals.
- Nurture, network and communicate with all stakeholders, both local and international.
- Demonstrate ability to communicate the 'big picture' clearly to a wide range of internal and external audiences with precision, confidence and in an articulate manner.
- Well-developed personal management skills and the ability to motivate and bring out the best in direct outputs, as well as the staff as a whole.

3. Delivers and Achieves Results/Outcomes

- Drives a culture of achievement and commitment to achieving outcomes beyond expectations.
- Drives an efficient and effective system of planning, reporting progress, monitoring and evaluating of results.
- Stimulate / create a culture of accountability and transparency.
- Use workforce planning to develop and maintain the capability to deliver services effectively.



B. Personal Attributes

1. Integrity and Honesty

- Possess appropriate values and belief in what is best for the common good.
- Is widely trusted and is seen as a direct and courageous individual.
- Personifies values of honesty, integrity, impartiality, transparency and accountability.
- Demonstrate self-awareness and commitment to personal development.
- Serves the Government of the day irrespective of personal preferences.

2. Commitment & Personal Drive

- Takes responsibility and initiates timely action to resolve issues.
- Is prepared to make tough corporate decisions to achieve desired outcomes.
- Accepts accountability for mistakes made in the organization and ensures corrective action is taken.



3. *Intellect and Judgment*

- Is analytical, proactive, innovative and able to conceptualize strategic issues faced by the Company and apply appropriate and cost-effective solutions.
- Has the functional and technical knowledge to carry out the Chief Executive Officer's duties to a high level of accomplishment.
- Makes sound decisions based on common sense, experience and good judgment without prejudice.
- Anticipates implications and applies effective judgment to develop solutions.

4. *Creativity and Innovation*

- Consistently generates and employs original ideas, tackling both simple and complex problems.
- Brings out the best in others, leads them to discover new ideas, solutions and new ways of doing the job and unafraid to use unorthodox methods.
- Drives and steers the change agenda and demonstrates understanding of the complex range of factors which effect change.
- Ensuring a safe and happy work environment for all employees where they can freely express their creativity and individuality and still value being part of the Company.



C. Experience and Past Work Performance

- Proven experience in management or leadership with a minimum of eight (8) years of services, preferably in the following:
 - Professional and managerial experience in Investment, Finance, Economics and Public Administration
 - Experience in public sector reforms, Government procedures and procurement policies.
 - Investment assessments and valuations.

D. Academic Qualification

- Minimum qualification of a Bachelor degree from a recognised tertiary institution in Accounting, Finance, Economics and Public or Business Administration or other fields relevant to the position.