



ELECTRIC POWER CORPORATION GENERAL MANAGER

JOB DESCRIPTION

BACKGROUND

The Electric Power Corporation (EPC) is a state owned enterprise responsible for the generation, transmission, distribution and supply of electricity throughout Samoa. EPC plays a critical role in supporting Samoa's economic and social development by ensuring the provision of reliable, safe, affordable and sustainable electricity services to households, businesses, government institutions and other customers.

EPC operates a range of generation facilities, including hydro, solar, wind and diesel power plants across Upolu and Savai'i, and continues to develop and strengthen its generation and distribution network. The Corporation provides electricity access to approximately 99% of Samoa's population and serves a large customer base through both postpaid and prepaid electricity services.

Amidst many challenges, EPC continues to focus on providing reliable, affordable and sustainable electricity services to support the development and wellbeing of Samoa.

VISION 2025

To be a sustainable electricity provider in the Region

IMMEDIATE VISION

Increased access by all people of Samoa to quality and affordable electricity supply for Samoa

MISSION

To provide and maintain quality electricity and customer service through innovative, sustainable and climate resilient infrastructure network, in partnership with customers and stakeholders to support the development of Samoa

SCOPE

	Management	Staff
STAFF #	11	

POSITION DETAILS

Position Title: General Manager	Position Code : N/A
Salary Band: Band A	Position Salary- SAT \$127,105.00 – SAT \$134,093.00 p.a
Location: Level 5, TATTE Building, SOGI	

ACCOUNTABILITY

The General Manager will be accountable to the Board for the effective leadership and performance of the Electric Power Corporation (EPC), with particular responsibility for translating the EPC Corporate Plan 2025–2027 and subsequent corporate strategies into measurable improvements in electricity reliability, financial sustainability, renewable energy transition, customer service, organisational capability and corporate governance.

POSITION OBJECTIVES

The General Manager position of the Electric Power Corporation is responsible for providing quality and professional advice to the Board, Minister and Cabinet on all matters pertaining to the generation, distribution and selling of electricity supply in Samoa. The position is also responsible for providing strategic leadership and overall management of the Corporation to ensure that its vision and mission are realised within set timeframes. .

DUTIES AND MAIN RESPONSIBILITIES

1. Provide leadership and vision to drive the organisation to maintain a productive, cost effective, safe and legally compliant workplace.

2. Foster an environment of continuous improvement for EPC
3. Create a space/forum where Managers and external stakeholders discuss and dialogue on innovative ideas
4. Perform the statutory function and responsibilities of the Corporation as prescribed under the relevant legislation and Government policies and directives.
5. Provide strategic advice to Board of Directors on all financial issues, service-delivery, policies and procedures.
6. Provide appropriate technical advice and information to the Board whenever necessary.
7. Provide the Board with all business reports on monthly and quarterly intervals, and as required by the Board.
8. Act on his/her own authority, or the authority delegated from the Board of Directors and must, as required be able to justify decisions taken.
9. Lead, manage and constantly review the daily operations and internal controls of the Corporation encompassing:
 - Employees;
 - Budget and resources;
 - Systems and processes.
10. Prepare and submit within the statutory time-frame the following:
 - Annual report (including audited financial statements) to the Board and Parliament as stipulated in the relevant Act(s) governing the operations of the Corporation;
 - Annual budget based on the requirements of the Corporation from time to time;
 - Quarterly reports to the Ministry for Public Enterprises and other relevant key stakeholders;
 - Other requirements as directed by the Board.
11. Construct (or review) and implement the Corporation's Corporate Plan, Capability and Annual Management Plan, Service Charters and all other operational requirements in line with the Government policies, directives and Strategy for further development.
12. Work collaboratively and strategically with all partners, donors, funding agencies and stakeholders in ensuring their continuous support to the Corporation.
13. Initiate and promote efficient and reliable control of the generation, transmission, distribution and servicing of electrical energy in the country.
14. Initiate and implement effective measure to utilise renewable energy and indigenous sources of energy.
15. Prepare ground work for the Corporation's institutional strengthening projects.
16. Administer proper registration and maintenance of Corporation's assets.
17. Supervise and direct the activities and/or responsibilities of subordinates.
18. Carry out any specific directives issued by the Board from time to time.

KEY DELIVERABLES

Year 1

- Complete outstanding Corporate Plan (2025/2027 reporting period) commitments.
- Strengthen financial controls, revenue collection and arrears management.
- Establish clear reliability and asset-performance improvement programmes.
- Strengthen governance, risk and compliance.
- Establish the organisational and leadership capability required for the next phase.

Year 2

- Accelerate renewable energy and grid-modernisation projects.
- Demonstrate measurable improvements in reliability, customer service and financial performance.
- Embed digital, asset-management and performance management reforms.
- Strengthen EPC's financing and investment partnerships.

Year 3

- Achieve sustained improvements in reliability, renewable penetration and financial sustainability.
- Complete priority strategic investments.
- Demonstrate a mature customer and performance culture.
- Deliver the next EPC Corporate Plan and long-term investment strategy.

SELECTION CRITERIA

POSITION SPECIFIC COMPETENCIES	
SKILLS AND ABILITIES	DESCRIPTORS
Strategic Thinking	▪ Articulates a clear vision of the organisation and inspires a sense of shared purpose and direction. ▪ Drive the organisation's vision and long term direction to achieve Government and agency objectives and improved services to the community. ▪ Develop clear goals that are consistent with approved strategies, identify priority activities and allocate resources appropriately. ▪ Identify strategic issues, opportunities and risks and able to communicate effectively broad and compelling organisational direction. ▪ Ability to make timely and effective decisions and produce results through strategic planning, implementation and evaluation of programs and policies to inform policy and operation reforms. ▪ Initiate and analyse policies and provide strategic advice at the Ministerial and Board level. ▪ Provides advice to government based on analysis of a broad range of issues and whole-of government agenda. ▪ Demonstrates a sophisticated understanding of political, social and economic factors affecting the organisation. ▪ Considers emerging trends and multiple perspectives when assessing impact of key issues and identifies long-term opportunities and viable solutions.
Management	▪ Effectively delegates appropriate responsibility, accountability & decision making authority. ▪ Monitors progress against milestones and deadlines. ▪ Drives effective planning and demonstrates a strong organizational ability and experience through the integration of structures, systems and teams to better achieve objectives. ▪ Drive strategies to achieve operational efficiencies and value for money. ▪ Provide oversight for financial resources and assets and account for their use. ▪ Invest time in managing and developing people. ▪ Integrate plans into a transparent management framework to fulfil obligations of management accountabilities. ▪ Uses workforce planning to develop and maintain capability to deliver services effectively.
Building Relationship	▪ Builds and sustains relationships within the organisation, with the minister, across the public service, across agencies and with a diverse range of external stakeholders. ▪ Drives a culture of collaboration, participation and values diverse viewpoints to enhance operations. ▪ Recognises importance of consultation, stakeholder engagement and fostering teamwork. ▪ Encourages and maintains a performance culture ensuring regular feedback and recognition of achievement. ▪ Empowers mentors and engages in activities to sustain morale. ▪ Communicates the big picture clearly to a wide range of internal and external audience with precision, confidence and in an articulate manner.

Delivers / achieves results / outcomes	▪ Drives activities that support organisational sustainability, operational efficiency and flexible resource management. ▪ Engenders a culture of accountability and transparency. ▪ Optimizes professional expertise to improve overall performance and delivery of organisation outcomes. ▪ Drives and steers the change agenda and demonstrates understanding of the complex range of factors which effect change. ▪ Drives a culture of achievement and commitment to achieving outcomes beyond expectations. ▪ Drives an efficient and effective system of reporting progress, monitoring and evaluating of results.
Leadership	▪ Ability and confidence to effectively lead and navigate an organisations sustainably ▪ Able to plan and execute a vision based on current and future possibilities and inspire teams to adapt and thrive in a changing environment. ▪ Able to lead a meaningful process of change in a purposeful manner. ▪ Ability to manage politics, take risks, be innovative and deal with complexity. ▪ Is resourceful, optimistic, energetic, open minded, flexible and capable of solving problems and making decisions. ▪ Drives and sustains a performance culture both internally (agency level) and externally.
PERSONAL ATTRIBUTES	DESCRIPTORS
Integrity / Ethics	▪ Provides impartial and forthright advice ▪ Models high standard of ethics and probity ▪ Is widely trusted and seen as a direct, truthful and courageous individual ▪ Serves the Government of the day irrespective of personal preferences ▪ Exemplifies integrity and personifies the Samoa Public Service Values of honesty, impartiality, service, respect, transparency, accountability, efficiency and effectiveness
Commitment & Personal Drive	▪ Demonstrates self-awareness and commitment to personal development. ▪ Displays personal commitment to the purpose and philosophy of the public service as seen through personal drive, focus and energy. ▪ 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 organisation and ensures corrective action is taken
Judgment / Intelligence / Commonsense	▪ Sound judgement and decision making skills. ▪ Shows level of high analytical, conceptual and innovative thinking ▪ Is intellectually sharp and exhibits a sophisticated understanding of the environment affecting the organisation and its impacts. ▪ Proficiently handles concepts and complexity, blends analysis and insight to effectively inform and enhance the organisations performance. ▪ Anticipates implications and applies effective judgement to develop solutions. ▪ Demonstrate a sophisticated understanding of political, social and economic factors affecting the company and Trust Fund in particular finance and investment.
Creativity and Innovation	▪ Consistently generates and employs original ideas, tackling both simple and complex problems. ▪ Pursues new methods and solutions, thinks outside the box, connects disparate ideas, unafraid to use unorthodox methods.

	▪ Brings out the best in others in brain storming sessions or one-on-one, leading them to discover new connections, new solutions and new ways of doing the job ▪ Explores innovative approaches to ensure value for money in service delivery ▪ Good understanding of new technologies and their application
EXPERIENCE & PAST WORK PERFORMANCE	DESCRIPTORS
	▪ Minimum of eight (8) years of management working experience in a Corporation, Ministry, Public Body or other prescribed body at an executive level; ▪ A strong focus on policy, strategy, team work and working towards results. ▪ Demonstrated knowledge of management and leadership within the utilities industry. ▪ Must be a strategic thinker and committed to continuous improvement to lead EPC to the future.
ACADEMIC QUALIFICATION	DESCRIPTORS
	▪ Minimum qualification of a Bachelor Degree in Engineering in the field of electrical, electronic or mechanical engineering from a recognised tertiary institution. ▪ Being a Chartered Professional Engineer will be an advantage.