

# ELECTRICITY COMMISSION

## Position Title

### CEO of the ELECTRICITY COMMISSION

#### Responsibilities: -

1. CEO will be responsible for the administration of the Tonga Electricity Act governing the operation of the Commission and for ensuring that Commission discharges its mandate as enshrined in any Agreements, Regulations, and other relevant instruments;
2. CEO reports directly to the Commission;
3. CEO will be responsible for preparing the Corporate Plan, Annual Management Plan, Operating Budget for each year, and Procurement Plan for Commission consideration;
4. Organise periodic meetings of the Commission and implement its directives;
5. Carry out the functions of Corporate Secretary to the Commission;
6. Subject to the Commission, enter into contracts on its behalf;
7. Supervise the Commission's staff, and make recommendations to the Commission on the hiring and termination of staff members;
8. Delegate to the staff as necessary for the efficient and effective management of the Commission;
9. Manage the day-to-day operations of the Commission;
10. Ensure the efficient use and management of the resources of the Commission;
11. Responsible for implementing the strategy agreed by the Commission and for the leadership of the organisation and managing it within the authorities delegated to them by the Commission;
12. Monitor risks to the Commission – material, litigable, or perceived;
13. To represent the Commission as spokesperson with government and other peak bodies.

#### I. Qualification: -

A tertiary qualification from a recognized University (or Credible Institution) in any of the following fields:

- Electrical Engineering, Business Administration, Economics, Finance, Accounting, Law, or any relevant discipline relating to utility regulation and /or General Administration.

#### II. Selection Criteria: -

- comprehensive/reasonable knowledge of all regulatory activities related to the electricity industry, including tariff setting, energy policy and strategies aimed at efficiency and renewable energy promotion, industry performance, benchmarking, licensing, data collection and analysis, and electric utility expansion plans;
- years of experience in an electric utility or in regulatory authority, especially in an executive position is highly desirable;
- must have a thorough knowledge of relevant legislation and other statutory instruments governing the electricity sector;
- must have broad-based corporate governance, financial and management information skills, and the intellectual ability to be able to identify wide-ranging key program, budgetary and operational issues quickly and propose thoughtful, workable responses to those issues;

- must be able to establish, maintain and broaden an extensive range of contacts with senior key officials of government ministries, non-governmental organisations, and private sector entities – including electric utilities, and other donor agencies;
- must also have a demonstrated ability to exercise his/her responsibilities and plan and execute work assignments independently, be a skilled communicator in Tongan and English, be able to work under pressure and produce high-quality results quickly, and be able to predict issues of concern and interact directly at the highest operational levels of the regional governments;
- must have strong analytical, communication, interpersonal, networking, and leadership skills, and the ability to prepare and present factual and interpretative reports covering relevant subject matters to the mandate of the Commission;
- excellent command of software programs for e-mail, word processing, spreadsheets, databases, projects, and graphics presentations is highly desirable.

### III. Priority Considerations: -

- a willingness and ability to embrace the manner of operating as outlined by the Electricity Commission Act;
- evidence of being a highly effective leader with a reputation for good judgment and strong outcomes;
- evidence of effective problem solving and negotiating skills;
- evidence of a temperate and personable manner in dealing with people in challenging situations and of being proactive, reasonable, adaptable, flexible, and creative in reaching positive outcomes;
- demonstrated ability to communicate effectively in speech and writing to sustain a credible and positive image and to engender confidence in the community;
- experience in visioning, planning, and implementing strategic priorities;
- evidence of systems for maintenance of secure records and of efficiency.

### IV. Remuneration: -

- A remuneration package will be determined based on the successful applicant's experience and qualifications.

Applications together with detailed Curriculum Vitae and copies of recent and relevant testimonials (minimum three) are to be forwarded to the address below by close of business on **Friday 22<sup>nd</sup> July 2022**.

The Chairman  
Tonga Electricity Commission  
P. O. Box 47  
Nukualofa  
Kingdom of Tonga

For those who may prefer sending their applications online – please address the application to the above address and email to:

feletiola@gmail.com  
cc m.folau@electricitycommission.to

