

REQUEST FOR APPLICATIONS FOR VACANCIES WITHIN THE SENIOR MANAGEMENT OF THE LIBERIA ELECTRICITY CORPORATION (LEC)

November 11, 2024

BACKGROUND

The Liberia Electricity Corporation (LEC) is a public utility entity created in 1973 by an Act of the Legislature with a mandate to produce and supply economical and reliable electric power to the entire nation, while at the same time maintaining the Corporation's financial viability. Essential to this mandate is the responsibility for improving and expanding the capacity of the National Grid system to meet present demand and prepare for future economic growth and development. Thus, the Corporation has the responsibility of ensuring that *efficient, reliable, and affordable electric power* is available not only to meet the increasing demand for electric energy in Liberia but also to serve as an indispensable catalyst for socio-economic development in Liberia.

The Government of Liberia, through the Board of Directors of the Liberia Electricity Corporation (LEC), is seeking applications from qualified Liberians for the following Vacancies that exist within the Corporation's Senior Management:

1. **Managing Director (MD);**
2. **Deputy Managing Director for Administration (DMDA);**
3. **Deputy Managing Director for Operations (DMDO); and**
4. **Deputy Managing Director for Technical Services (DMDTS)**

1) MANAGING DIRECTOR (MD)

Key Functions:

Pursuant to the foregoing, the **Managing Director (MD)** has the most critically significant role to play in fostering the Corporation's purpose and mandate as vested in it by the Legislature. Accordingly, the Managing Director is required to perform the following core duties, functions and responsibilities:

- Serve as the Chief Executive Officer (CEO) and Principal Officer of the Liberia Electricity Corporation (LEC), representing the Corporation;
- Report to the Board of Directors on the operation of the Corporation;
- Coordinate the planning and execution of policies and decisions of the Board of Directors consistent with the Corporation's mandate; and
- Perform all other duties as may be delegated by the Board of Directors.

Application Requirements:

An applicant for the position of **Managing Director** must meet the following requirements:

1. Submit a letter of application and resume which must be delivered in electronic copy;
2. Be a Liberian citizen;
3. Have a minimum of master's degree in Public Administration, Business Administration, Management, Electrical Engineering or related fields from a recognized university;
4. Have good understanding of generation, transmission and distribution of public electricity on industrial scale;
5. Have at least ten (10) years of relevant experience in the general management and operation of public utilities, engineering project management with a proven track record of leading teams;
6. Have a competent knowledge in the Liberian energy sector. He or she must have held a key senior-level executive or managerial role for at least ten (10) years;
7. Have a solid track record of successful delivery of large and complex energy projects;
8. Understand power utility infrastructure administration, planning, management and operation;
9. Submit a two-page summary that clearly outlines his or her vision for the next five (5) years in the wake of current challenges; and
10. Be able to work in a diverse and complex social-cultural environment.

2. DEPUTY MANAGING DIRECTOR FOR ADMINISTRATION (DMDA)

Key Functions:

The **Deputy Managing Director for Administration** is required to perform the following core duties, functions and responsibilities:

- Oversee the general administrative, budgetary and financial functions of the LEC;
- Ensure proper accountability and adherence to public financial and procurement laws of Liberia;
- Manage the human resources of the LEC and ensure conducive work environment for staff; and
- Ensure the availability of needed critical supplies.
- Report to the Managing Director on the operation of the Corporation;
- Assist the Managing Director in coordinating the planning and execution of policies and decisions of the Corporation's mandate; and
- Perform all other duties as may be delegated by the Managing Director.

Application Requirements:

An applicant for the position of **Deputy Managing Director for Administration** must meet the following requirements:

1. Submit a letter of application and resume which must be delivered in electronic copy;
2. Be a Liberian citizen;
3. Have a minimum of master's degree in Public Administration, Business Administration, Management, Electrical Engineering, or related fields from a recognized university;
4. Have good understanding of generation, transmission and distribution of public electricity on industrial scale;
5. Have at least ten (10) years of relevant experience in the general management and operation of public utilities, particularly in regard to the management of logistics and resources related to public utilities or industrial plant project management;
6. Have a competent knowledge of and experience in the Liberian energy sector and must have held a key senior-level managerial role within the power utility sector;
7. Be able to work in a diverse and complex social-cultural environment; and
8. Perform all other duties as may be delegated by the Managing Director.

3. DEPUTY MANAGING DIRECTOR FOR OPERATIONS (DMDO)

Key Functions:

The **Deputy Managing Director for Operations** is required to perform the following core duties, functions and responsibilities:

- Manage field operations of the LEC and ensure results for both LEC and customers
- Ensure effectiveness and efficiency in the operation of the LEC and supervise functional teams and field operations to include the handling of logistics;
- Report to the Managing Director on the operation of the Corporation;
- Respond to all situations that have the propensity to hinder the smooth operation of the LEC in its operation; and
- Perform all other duties as may be delegated by the Managing Director.

Application Requirements:

An applicant for the position of **Deputy Managing Director for Operations** must meet the following requirements:

1. Submit a letter of application and resume which must be delivered in electronic copy;
2. Be a Liberian citizen;
3. Consistent with the Engineering Act of Liberia, be a certified Electrical Engineer with a minimum of master's degree in Electrical Engineering from a recognized university;

4. Have good understanding of generation, transmission and distribution of public electricity on industrial scale;
5. Have at least ten (10) years of relevant experience in the general management and operation of public utilities, particularly in regard to the management of logistics and resources related to public utilities or industrial plant project management;
6. Have a competent knowledge of and experience in the Liberian energy sector and must have held a key senior-level managerial role within the power utility sector;
7. Be able to work in a diverse and complex social-cultural environment; and
8. Perform all other duties as may be delegated by the Managing Director.

4. DEPUTY MANAGING DIRECTOR FOR TECHNICAL SERVICES (DMDTS)

Key Functions:

The **Deputy Managing Director for Technical Services** is required to perform the following core duties, functions and responsibilities:

- Manage the internal and strategic technologies and systems of LEC;
- Ensure that state-of-the-art technical services and software and ICT systems of the LEC are up-to-date;
- Report to the Managing Director on the operation of the Corporation;
- Oversee the development of technical capacity for staff and manage the technical workforce and power utility infrastructure; and
- Perform all other duties as may be delegated by the Managing Director.

Application Requirements:

An applicant for the position of **Deputy Managing Director for Technical Services** must meet the following requirements:

1. Submit a letter of application and resume which must be delivered in electronic copy;
2. Be a Liberian citizen;
3. Consistent with the Engineering Act of Liberia, be a certified Electrical Engineer with a minimum of master's degree in Electrical Engineering from a recognized university;
4. Have good understanding of generating, transmission and distribution of public electricity on industrial scale;
5. Have at least ten (10) years of relevant experience in the general management and operation of public utilities, particularly in regard to the management of logistics and resources related to public utilities or industrial plant project management;
6. Have a competent knowledge of and experience in the Liberian energy sector and must have held a key senior-level managerial role within the power utility sector;
7. Be able to work in a diverse and complex social-cultural environment; and
8. Perform all other duties as may be delegated by the Managing Director.

How to Apply:

Application opens from **Monday, November 11, 2024** and closes at 17:00 GMT (5:00 p.m. Liberian Time) on **Monday, November 18, 2024**. Please note, however, that **only** shortlisted Candidates will be contacted.

All applications should be addressed to:

The Chairman

Recruitment Committee

Board of Directors, Liberia Electricity Corporation (LEC)

Ministry of Mines and Energy

Buzzi Quarters, Capitol Hill

Monrovia, Liberia

and submitted **electronically** to the following **email** addresses:

Email: **charles.umehai@mme.gov.lr**

ejallah@csa.gov.lr

Signed: Wilmot J. M. Paye

**MINISTER OF MINES AND ENERGY AND CHAIRMAN
RECRUITMENT COMMITTEE**