



## CAREER OPPORTUNITY

*The Telecommunications Authority of Trinidad and Tobago (the Authority) is an independent body established to regulate the telecommunications and broadcasting sectors. Our Corporate Culture incorporates teamwork, a strong work ethic and individual professionalism. Applications are being invited from dynamic, forward-thinking individuals for the following position:*

### **EXECUTIVE OFFICER, TECHNOLOGY AND ENGINEERING**

#### **Job Summary**

To ensure that the highest technical standards are achieved and maintained in technology introduction; administration of telecommunications and broadcasting networks and services; and the management of national telecommunications resources. The individual will be required to represent and promote the Authority's interests at national, regional and international fora.

#### **Key Duties and Responsibilities**

1. Provide overall direction and management of the engineering, spectrum planning, numbering, networks, broadcasting and licensing and functions to ensure successful completion of the Authority's technical strategic and operational objectives.
2. Recommend long-term objectives, strategies and standards for the adoption and development of new and emerging technologies within the national telecommunications and broadcasting infrastructure.
3. Ensure the planning, optimization and administration of essential telecommunications resources such as spectrum and numbering.
4. Ensure an effective and efficient process is established and maintained for the licensing of telecommunications resources and standardization of telecommunications and broadcasting equipment.
5. Direct the establishment of goals, major priorities, and advise in the resolution of major problems in the development and review of essential telecommunications wireless and broadcasting systems.
6. Successfully deliver and maintain an operational support infrastructure (including management systems) employed to satisfy the functions of the division and balances cost savings, security, quality and reliability.
7. Use priorities identified by the Board and Chief Executive Officer to plan, organize, and budget for the divisional needs.
8. Ensure that the Authority's technical and engineering record management systems, documentation and procedures are effectively managed and updated.
9. Assist the Chief Executive Officer in the development of the TATT's Strategic and Operational Plans and participate in the preparation of the agendas for meetings of the Board as it pertains to matters relevant to technical services.
10. Effectively supervise and develop the capabilities, teamwork, and customer orientation of a team of highly skilled professionals, providing guidance, directives, support and training as appropriate.
11. Provide advice, guidance, coaching and on the job training for staff as required.

12. Ensure a harmonious work environment by treating with staff issues and resource requirements in a consistent and timely manner in accordance with the Authority's policies and procedures.
13. Comply with the HSE policy & procedures of the Authority and cooperate with workplace health and safety measures and initiatives.
14. Ensure risk management activities for areas of responsibility are implemented, regularly monitored and maintained and regularly inspect work areas and activities of subordinates to identify hazardous working conditions and implement corrective actions.
15. Perform other related duties as required by job function.

### **Qualifications and Experience**

- Recognized bachelor's and master's degrees in computer and electrical engineering, telecommunications engineering or related field.
- Recognized master's degree in business administration will be an asset.
- Minimum of ten years (10) experience at senior management level in telecommunication organizations, and at least ten years (10) experience in telecommunications engineering, planning and technical administration.
- Extensive technical experience in advanced technology systems and functions, with special focus on large wireless telecommunications networks and network management systems for voice and IP.
- Experience in the deployment, operation and interconnection of national and international public telecommunications networks will be an asset.
- Experience in the operation of broadcasting systems will be an asset.

### **Core Competencies**

#### ***Professional Knowledge, Skills and Abilities***

- Detailed knowledge of:
  - Standards and recommendations from international standardization bodies (ITU-T, ITU-R, FCC and CEPT).
  - Operator networks and component technology (switches, databases, protocols) for telephony, mobile, broadband Internet, broadcasting and wireless services.
  - Engineering and telecommunications principles, practices and inspection techniques.
  - New and emerging developments in telecommunications and broadcasting technologies and the impact on policies, economics and technical standards.
  - Telecommunication networks and systems (voice, IP and mobile) architecture, interconnection, databases, including network management and support systems.
- Skills & Abilities:
  - Plan, develop and implement strategies, policies, procedures, and work standards.
  - Efficient use of Microsoft Office applications including Project, Excel, PowerPoint and Word.
  - Excellent team building skills and strong ability to nurture a workplace environment committed to quality, integrity and delivery of service.
  - Organizational procedures, processes, standards, methods and practices.
  - Strong leadership, managerial and team development capabilities.
  - Excellent verbal, written communication and presentation skills.