



## LEADERSHIP POSITIONS FOR NEW PHASE OF STRATEGIC CHANGE

Winner of Singapore's most prestigious Singapore Quality Award, and the global Harvard-IBM Innovations Award in Transforming Government, the Institute of Technical Education is a globally-recognised post-secondary institution for excellence in technical education. We offer a unique brand of Hands-on, Minds-on, Hearts-on College Education. Through our transformational leadership, robust processes and a team of people passionately anchored on the ITE Care values (Integrity, Teamwork, Excellence and Care), we are continuing on our journey to be *A Global Leader for Innovations in Technical Education*.

In addition to our first comprehensive mega College, we are now building two new *Colleges of the Future* under our "One ITE System, Three Colleges" Governance and Education Model. Under this Model, besides offering ITE trademark core courses (Engineering, Business Studies & Services, and Electronics and Info-Communications Technology), the three Colleges also differentiate themselves by developing their own niche areas and core competencies – Beauty & Wellness, Chemical & Life Sciences and Healthcare Services for ITE College East; Aerospace Technology, Creative Media and Wafer Fabrication for ITE College Central; and Automotive Technology, Culinary & Hospitality and Precision Engineering for ITE College West.

We are now positioning ourselves for a new period of strategic change and growth for the global economy, focused on developing new innovations and capabilities for technical education. If you believe in our Mission, Vision and Values, we invite you to join our leadership team for the following positions as we progress to a new phase of strategic development:

### 1. Deputy Principal (Academic/Development)

The Deputy Principal is a senior management staff, supporting one of the three College Principals in directing and managing the College to achieve its desired outcomes in alignment with our corporate Mission and Vision. Colleges are responsible for implementing career and technical education programmes that meet national skills standards and industry needs; developing and maximising the diverse talents of post-secondary students; and developing distinctive niches and strengths of each college.

You should have a good Honours Degree and a post-graduate qualification in a relevant field, with at least 5 years of work experience at the senior management level in an educational or training-related organisation, have an extensive industry network and international exposure. We are looking for people with passion in technical education and training; related experience in leading a diverse team of academic and professional staff; and a proven track record in planning and development functions, systems and capability development.

### 2. Director of School 3. Deputy Director of School

The Director of School is a senior academic leader in the College. You are responsible for the planning, development and implementation of a cluster of programmes to meet the changing needs of the economy, industry and students. You should have strong industry networking skills, providing professional and inspirational leadership to a team of Course Managers, Section Heads and academic staff in setting goals and objectives for the School; developing and reviewing new approaches for teaching and learning; and developing capabilities and innovative capacity of students and staff.

The Deputy Director of School is a key management staff in the College and works closely with the Director of School in planning, formulating and implementing strategies and systems for strategic alignment and effective functioning of the School, and in leading and managing change. In addition, you also play a pivotal role in developing and inspiring students and staff in achieving excellence.

You should have a good Degree and a post-graduate qualification in a relevant field, with at least 5 years of work experience at the senior management/management level, extensive industry network and international exposure. You should also have the passion in career and technical education and training, with proven track records in planning, technology and project development, systems and capability development, and resource management.

The positions available are:

#### Director of School

- School of Business & Services (*Business Development or Business Management*)
- School of Hospitality Services (*Tourism, Hospitality Management*)

#### Deputy Director of School

- School of Business & Services (*Business Services, Enterprise and Entrepreneurship, Lifeskills and Sports*)
- School of Hospitality Services (*Hospitality Management, Culinary Skills*)
- School of Design & Media (*Product/Space & Architectural Design, Communication Design, Broadcasting/Media Design, Performing Arts*)
- School of Electronics & Info-Comm Technology (*Games Design & Development, Software Technology; Electronics and related industry*)
- School of Engineering (*Aerospace Maintenance, Repair and Overhaul; Mechanical and Manufacturing; Electrical and related field, Automation, New Energy*)

### 4. Deputy Divisional Director

The Deputy Divisional Director/Deputy Director is a key management staff in the respective ITE establishments at Headquarters or Colleges. You have to work closely with the Director in formulating and implementing strategies, systems and processes for the effective functioning of the Division in meeting corporate goals and objectives, and in developing capabilities for current and future needs.

You should have a good Degree and preferably a post-graduate qualification, with at least 5 years of work experience at the management level in a relevant field. You should have strong skills in strategic thinking, leadership, people management and development, communication and change management.

The positions are available in the following areas:

- College Services (*Administration and student-related services in an education setting*)
- Examinations (*Testing and Exams policy formulation and reviews*)
- Facility Development & Estates Management (*Project development, estates and facilities management*)
- Finance
- IT Services (*IT services policy formulation, development and implementation of new technology systems*)

### 5. Course Managers

The Course Manager plays a key professional role in enhancing staff capability and leading a team of Section Heads and Lecturers to achieve successful student learning and development outcomes. You are responsible for the development and implementation of new courses and review of existing courses to meet industry needs, and spearheading strategic collaborative partnerships with industry to enrich students' training through an authentic learning environment. You should have a Degree and experience in a relevant field at the managerial level and in leading technical and other projects. In addition, you must be an effective team player with strong communication, people management and development skills.

The positions are available in the following areas:

#### School of Engineering

- Aerospace (*Aerospace Maintenance, Repair and Overhaul*)
- Land Transport
- Rapid Transport Technology
- Mechanical Engineering

#### School of Business & Services

- Business & Finance (*Finance/Banking*)
- Enterprise Development
- Lifeskills
- Lifestyle Services (*Fashion and Beauty or related industry*)
- Physical Education
- Retail & Services

#### School of Hospitality Services

- Culinary Skills
- Food & Beverage
- Hotel Services
- Restaurant Services

#### School of Electronics & Info-Comm Technology

- Electronics Measurement & Control
- Electronics Technology & Services
- Digital Entertainment Technology (*Games Design & Development*)
- Mobile Communications & Computing
- Security Technology

#### School of Design & Media

- Media & Broadcast Design
- Performing Arts

### 6. Managers

The Manager supports the Director in various functional areas at Headquarters or the Colleges. You will be supported by a team of executives and support staff and be responsible for the effective and efficient operations of a Department. You will also oversee the development and growth of your staff, the effective deployment of policies, systems and processes, and management of resources. You should have good communication, people management and development skills.

A relevant Degree and relevant work experience at the managerial level are required.

The positions are available in the following areas:

- College Relations (*relevant experience in customer relationship management and public relations will be an advantage*)
- Corporate Planning and Organisational Excellence (*good conceptual and strategic thinking skills, with a dynamic mind for change and innovation*)
- Procurement (*good Degree in Accountancy or Finance, familiar with public sector procurement policies, processes and systems*)
- Finance (*good Degree in Accountancy or Finance, familiar with public sector finance policies, processes and systems*)
- Centre for Music and The Arts (CeMTA) (*relevant experience in planning and developing capabilities and talents in performing and visual arts for students*)

Suitable candidates may also be appointed as Senior Managers.

#### REMUNERATION

The remuneration package will be competitive and commensurate with your qualifications and experience.

#### APPLICATION

Applicants who are keen to learn more about ITE and the above positions may visit "Careers at ITE" at [www.ite.edu.sg](http://www.ite.edu.sg). To apply, please visit the Singapore Public Service Job Portal at [www.careers.gov.sg](http://www.careers.gov.sg).

Closing date for application is **27 March 2010**.

