

EUMCCI Chief Executive Officer (CEO) *Search Announcement*

The EU-Malaysia Chamber of Commerce and Industry (EUMCCI) is the non-profit organization established to promote, support and develop EU business interests in Malaysia as well as facilitate trade, commerce and investments between EU and Malaysia.

EUMCCI is a public non-profit organization financed by projects, events, memberships and corporate partnership. It is an umbrella organisation of all EU chambers of commerce and business councils.

In order to fulfill its mission, EUMCCI carries out activities that will catalyze and stimulate networking of European companies in Malaysia with the Malaysian business community, business associations, relevant ministries, official representations and other Chambers in Asia.

As EUMCCI continues to experience significant growth and build upon its unique strengths, EUMCCI Board of Directors tasked its Executive Committee (ExCo) to plan and execute a process to identify an experienced and collaborative executive leader to be the next Chief Executive Officer (CEO).

The position of CEO is a critical and visible position, as EUMCCI CEO plays a pivotal role in driving EUMCCI's sustainable growth while simultaneously ensuring smooth and stable operations.

The CEO role is as a primary member of the senior management team, reporting directly to EUMCCI Board of Directors. The CEO must have solid management experience including strategy development, implementation and budgetary oversight.

The CEO must have exceptional leadership presence, experience and political sensitivity to be able to facilitate the development of effective relationships with key stakeholders including government officers, politicians, diplomats of Malaysia, European nations and neighbouring countries.

Internally, the CEO must develop, lead, attract, inspire, retain, and manage a diverse, talented, and high-performing team, to ensure that the mission and core values of EUMCCI are put into practice by holding everyone accountable for quantifiable high-quality, timely, and cost-effective results.

In an environment that is collegial and where talent and culture are critical, the CEO will need to engage staff, the affiliates, and the Board of Directors in strategic operations and execution through responsive communication and collaborative leadership.

The successful candidate will be results oriented with a strong entrepreneurial spirit, will be able to build strong relationships with high profile stakeholders and be financially savvy.

Additionally, the candidate will have at least a bachelor degree, and at least five years of experience in a management position and at least 2 years of working experience in Malaysia.

Qualified candidates can access the detailed job description at www.eumcci.com/ceo-job-announcement and should submit a detailed, thoughtful cover letter of no more than one page along with a resume in one PDF file to Kok Ling Wong at kokling.wong@eumcci.com by December 15th. The Exco hopes to provide specific feedback for interested candidates by mid-January.

Job description for:
Chief Executive Officer

EUMCCI is the non-profit organization established to promote, support and develop EU business interests in Malaysia as well as facilitate trade, commerce and investments between EU and Malaysia.

Location: Kuala Lumpur, Malaysia
Reporting to: EUMCCI Board of Directors

Summary of the position:

The CEO plays a pivotal role in driving EUMCCI's sustainable growth while simultaneously ensuring EUMCCI's smooth and stable operations.

Duties and responsibilities:

Strategy

- To work with the BoD to establish and implement a self-sustainable strategy in synergy with the Bilateral Chambers.
- To monitor the external environment and regulatory conditions to identify new challenges and opportunities. Alert the BoD to these elements and assess the impacts on EUMCCI.

Marketing

- To ensure EUMCCI's reputation is upheld and to promote EUMCCI in the best individual and collective interest of its Members.
- To oversee the development and execution of an effective marketing and PR strategy to support strategy execution and increase the Membership base.

Finance

- To develop annual capital and operating income and expenditure budgets for review and approval by the Board.
- To optimize the operational costs by adopting procurement best practices.
- To ensure the provision of accurate reporting, timely and clear information relating to business and financials to the BoD.
- To monitor and safeguard EUMCCI's existing assets.

Operations

- To manage and be responsible for all aspects of EUMCCI operations, ensuring compliance and ethical behaviours at all times.
- To ensure full documentation of all operational systems, policies and initiatives in a safe and accessible form.

- To provide effective control and guidance to the organization to ensure operational best practices are adopted and maintained at all times.
- To ensure that there is not any form of unauthorized utilization of EUMCCI stationeries or intellectual properties by its employees such as logo, letterhead, business network or archived information that will negatively impact on EUMCCI and its operations.

Human resources

- To lead EUMCCI Management and executive team to accomplish all the strategic and operational objectives.
- To articulate the culture of EUMCCI and lead a positive work environment.
- To prescribe limitations of authority for reporting staff in regard to expenditures and personnel actions.
- To undertake and record regular performance reviews with the Management Team.
- To ensure succession and contingency plans and resources are in place for all key operational roles.

Governance and key stakeholders

- To establish and maintain a constructive and transparent relationship with the BoD.
- To support the engagement and development of professional relationships with key stakeholders and other third parties in Malaysia, EU and beyond.

Skills, experience and qualifications:

- Results oriented with a strong entrepreneurial spirit
- Creative and innovative, able to generate and develop new ideas
- Outstanding communication and presentation skills, able to write and communicate flawlessly in English
- Leader and Team player, able to build strong relationships with high profile stakeholders and drive the team effectively
- Financially savvy, able to prepare and monitor key financial reports
- At least Bachelor Degree
- At least 5 years of experience in a management position
- At least 2 years of working experience in Malaysia