

Job Profile

Position: Chairman of the Board, Public Joint-Stock Company "Ukrnafta"

#	Section	Description
1.	COMPANY PROFILE	<p>PJSC “Ukrnafta” is the biggest Ukrainian upstream company owning six regional production subdivisions (Okhtyrkanaftogaz, Chernihivnaftogaz, Poltavanaftogaz, Dolynanaftogaz, Nadvirnaftogaz, Boryslavnaftogaz), three gas processing plants (Hnidyntsi, Kachanivka, Dolyna), three drilling sites (Okhtyrka, Pryluky and Prykarpattia), as well as a lot of other well logging subdivisions.</p> <p>The main activities of PJSC “Ukrnafta” are:</p> <ul style="list-style-type: none"> ▪ gas and oil production, ▪ gas processing, ▪ transportation of domestically produced natural gas, ▪ well drilling and servicing, ▪ sale of fuel products through its own network of filling stations <p>PJSC “Ukrnafta” employs more than 26,000 people.</p>
2.	RESPONSIBILITIES	<p>The purpose of this position is elaboration and realization of company’s strategic development, ensuring its profitability and maximum efficiency of company activities.</p> <p>Function:</p> <ul style="list-style-type: none"> ▪ operative management of the company’s industrial, economic and financial activities; ▪ ensuring implementation of company tasks envisaged by its charter and financial plan, organization of the company’s production programs; ▪ representation of the company’s interests in government agencies, public administration, local government institutions, enterprises, organizations and in relations with legal and natural entities; ▪ ensuring development and implementation of the company’s economic, investment, scientific, technical, social and personnel policies; ▪ providing company with qualified staff: recruitment, placement and personnel development; ▪ organization of the company's fulfilment of its contractual and other responsibilities; ▪ implementation of measures for efficient use of the company’s property; ▪ introduction of new technologies, implementation of technological safety measures and environmental protection; ▪ providing safe, appropriate conditions and working environment in accordance with legal requirements, ensuring legal requirements on labour safety; ▪ performing other powers conferred on the company’s manager by law and management bodies
3.	CORE COMPETENCIES REQUIRED	
3.1.	Education	<ul style="list-style-type: none"> ▪ higher education – specialist or Master's degree
3.2.	Further education	<ul style="list-style-type: none"> ▪ further education in management or business administration, MBA, scientific degree in a corresponding sphere, or postgraduate education in the management field will be an advantage.
3.3.	Knowledge of languages	<ul style="list-style-type: none"> ▪ knowledge of English and other languages will be an advantage

4.	SELECTION CRITERIA	<p><i>Applicants should prove to have the following competencies:</i></p> <p><u>1. Ability to manage changes:</u></p> <ul style="list-style-type: none"> ▪ Creativity and innovation ▪ Awareness of the environment ▪ Flexibility ▪ Ability to work under pressure ▪ Strategic thinking <p><u>2. Result orientation:</u></p> <ul style="list-style-type: none"> ▪ Accountability ▪ Focus on customer needs ▪ Entrepreneurship ▪ Ability to solve problems ▪ Technical competence <p><u>3. Communication:</u></p> <ul style="list-style-type: none"> ▪ influential/able to negotiate ▪ interpersonal skills ▪ skills of oral/written communication ▪ ability to establish business relations <p><u>4. Leadership skills in the team:</u></p> <ul style="list-style-type: none"> ▪ Conflict management ▪ Staff development skills ▪ Team-building skills <p><u>5. Business skills:</u></p> <ul style="list-style-type: none"> ▪ Financial management ▪ Human resource management ▪ Process control ▪ Partnership building skills
5. PROFESSIONAL REQUIREMENTS		
5.1.	Professional experience	<p><u>Experienced in:</u></p> <ul style="list-style-type: none"> ▪ working over 5 years as a top manager; ▪ working at leading international oil and gas companies and/or in crisis management (will be an advantage); ▪ participating in processes of implementing modern systems for operations management, increasing production efficiency and change management, as well as management of business restructuring and business processes reengineering; ▪ in business management or management of key business processes, company planning activities, attracting investments, effective business negotiations.
5.2.	Professional knowledge and competence	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> ▪ fundamentals of enterprise economics, management, marketing, organization of production, labour and management; ▪ fundamentals of strategic and operational planning, budgeting production process, project management, capital investment; ▪ company profile, specialization features of structure; ▪ prospects and trends of technological, technical, economic and social development of oil and gas industry and the company; ▪ advances in science and of technology in oil and gas sector and related industries; ▪ opportunities for effective use of production capacities, existing technological processes, their restructuring or replacement; ▪ market conditions; <p>Knowledge of global management practices in oil and gas companies will be an advantage.</p>