

New Career Opportunities

The BEDB has the following vacant positions. The job specifications and requirements are as follows:

Senior Engineer, Buildings – Job Code: BIFD

Senior Engineer, Civil/Bridges – Job Code: CBIFD

Reporting directly to the Assistant CEO / Manager in the Infrastructure Development Division, the post holder will contribute to the primary engineering support and provide technical advice to facilitate the development of site infrastructure and implementation of the BEDB's projects such as Pulau Muara Besar Megaport, Anggerek Desa Technology Park and other industrial sites for foreign direct investments. The post holder shall:

- Prepare specifications, explain proposals and present engineering reports and findings.
- Participate directly in the design, development and inspection of project sites.
- Procure and manage engineering services from external consultants.
- Plan, organise, direct, control and evaluate the activities and operations of a team of Engineers and Technical Officers.

Annual remuneration offered may be approximately B\$60,000 onwards (final remuneration will depend on qualification, age and experience).

Requirements:

The successful candidate shall have a minimum of 5-8 years' working experience in Construction, Engineering and Project Management Field. Experience in Brunei Darussalam's construction industry would be an added advantage. In this role, the post holder shall:

- Hold a Bachelor's (Hons) Degree in Engineering or similar discipline; a Master's degree in Engineering field would be an advantage.
- Preferably be registered as a Professional Engineer or its equivalent from an internationally recognised body or organisation.
- Be familiar with British standard code of practice for geotechnical and civil engineering infrastructure designs.
- Have excellent conceptual and detailing skills.
- Have excellent drafting, negotiation and presentation skills.

Assistant Investment Promotion Manager

– Job Code: AMFDI

Reporting directly to the Senior Investment Promotion Manager, the post holder shall:

- Conduct and analyse both macroeconomic and company specific market research relating to his/her designated cluster(s).
- Develop leads and build rapport with investors which includes, but is not limited to, disseminating information on setting up a business in Brunei and the available incentives on offer.
- Develop strong relationship with stakeholders to solicit support on BEDB's projects.
- Advise his/her Senior Investment Promotion Manager on budgetary requirements relating to his/her designated cluster(s).

Requirements:

The successful candidate shall have a minimum of 3 years' relevant experience in the field of marketing. In this role, the post holder shall:

- Hold a Bachelor's (Hons) Degree in Marketing; an MBA would be an added advantage.
- Possess strong marketing, negotiation and presentation skills with technical background in the field of Information and Communications Technology (ICT).
- Demonstrate the ability to work with people from diverse cultural backgrounds and to work independently.
- Be willing to work and travel overseas on a regular basis and often at short notice.
- Fluency in a third language would be an advantage.

Senior Officer, Legal and Strategy – Job Code: SLNS

Reporting directly to the Chief Executive Officer, this position supports the BEDB and its Senior Management in managing and advising on legal and contractual matters. The post holder shall:

- Manage the Legal and Strategy team.
- Manage and coordinate the BEDB's legal obligations; including planning, preparing, reviewing, and negotiating legal documentation relating to the BEDB's activities which ranges from construction projects to investment projects, etc.
- Respond to Senior Management's requirement for legal support and/or advise on managing legal risks, pre-empting and addressing legal issues, managing disputes and safeguarding the BEDB's best interest in transactions.
- Be part of a team in supporting other divisions in developing, negotiating and executing major projects/undertakings.
- Be part of a team that carries out the secretarial role for Senior Management, Board Meetings and Tenders.
- Coordinate and work closely with the BEDB's local and international external lawyers.

Requirements:

The successful candidate shall have a minimum of 3 years' supervisory experience in legal / contract management / relevant commercial roles, ideally within a multinational context. In this role, the post holder shall:

- Hold a LLB Degree (Hons) or equivalent legal qualification. Additional qualifications would be an added advantage.
- Preferably be qualified as a barrister or solicitor of England or equivalent.
- Possess excellent drafting, negotiation and problem solving skills and matured judgement.
- Demonstrate strong business / commercial acumen in dealing with projects / transactions.

Additional traits/skills that successful candidates shall possess:

- Be able to work in a fast changing environment that requires strategic thinking, results-oriented decision-making and good problem solving skills.
- Have good interpersonal skills with a positive work attitude.
- Be hardworking and responsible, and able to work at own initiative (with minimal supervision) and as part of a team.
- Be completely fluent in English and Malay; other languages would be an added advantage.
- Be computer literate and have a good knowledge of commercial computer application software.

A comprehensive and attractive remuneration package will be offered to the successful candidates depending on qualification, age and experience. Preference will be given to Brunei Citizens and Permanent Residents of Brunei Darussalam.

Interested applicants are requested to write in with a full resume (non-returnable), quoting the relevant Job Code, together with a recent passport-sized photograph (non-returnable), on or before **Friday, 26th August 2011** to the following address:

Assistant CEO / Head of Corporate Services
The Brunei Economic Development Board
Block 2K, Bangunan Kerajaan, Jalan Ong Sum Ping
Bandar Seri Begawan BA1311
Brunei Darussalam
Tel: 2230111, Fax: 2230063
E-mail: recruit@bedb.com.bn

Only short-listed applicants will be notified.

The BEDB's mission is to contribute to Brunei Darussalam's success as a land of opportunity for its people and all investors.