

# **THE HONG KONG POLYTECHNIC UNIVERSITY**

## **OFFICES OF THE PRESIDENT**

### **Post Specification**

#### **Executive Vice President (Ref. PolyU-EVP)**

The Hong Kong Polytechnic University is inviting applications for the Executive Vice President position to strengthen its management capability when it strides into the next era of success. Reporting to the President, the appointee will lead a senior management team, consisting of Vice Presidents with non-academic institutional management and administration portfolios, in the overall planning and development of the University's operation, as directed by the President.

### **Job Functions**

The appointee will be required to:

- (a) plan and lead institutional matters in connection with the administration and management of the University's affairs and resources;
- (b) play a key role in driving the implementation of the University's Strategic Plan to ensure the successful accomplishment of planned objectives;
- (c) oversee a team of Vice Presidents and heads of non-academic departments, each with specific functional portfolios including administration (finance, human resources, communications, information technology, etc.), campus development, facilities management, knowledge transfer and entrepreneurship; subsidiaries management, institutional development as well as enterprise risk management and governance matters;
- (d) coordinate matters relating to the operation, planning and development of the University's activities including crisis management;
- (e) serve as the President's advisor or his representative as appropriate to engage different constituencies in the University community on major projects and specific initiatives; and
- (f) perform any other duties as may be assigned by the President or his delegate.

### **Qualifications**

Applicants should:

- (a) have a postgraduate degree or terminal professional qualifications and sound professional credentials;
- (b) have a distinguished record of accomplishments in the relevant portfolios in large and complex institutions;
- (c) be a visionary and inspiring leader with a cogent and people-oriented leadership style;
- (d) have an international outlook and a good understanding of the global trends and opportunities in higher education;

- (e) have demonstrated capability in execution as well as the ability to develop the relevant portfolio in an entrepreneurial manner;
- (f) have exceptional written, oral, interpersonal and presentation skills; and
- (g) have the ability to effectively interface with different stakeholders both internally and externally.

### **Remuneration and Conditions of Service**

Terms of appointment and remuneration package are negotiable and highly competitive.

### **Application and Nomination**

The Hong Kong Polytechnic University invites applications and nominations for appointment as Executive Vice President. The University is being represented by Asianet Consultants in this search. Please submit applications or nominations to **Mr Peter Liu, Senior Managing Director, Asianet Consultants (Email: [polyu-evp@asianetconsultants.com](mailto:polyu-evp@asianetconsultants.com); Tel: (852) 2530-0137)**. Consideration of applications and nominations will commence in August 2017 until the position is filled. The information collected will be used for consideration of the application and for purposes relating to appointment. The University reserves the right not to fill the position or to make an appointment by invitation. The University Personal Information Collection Statement for recruitment can be found at [http://www.polyu.edu.hk/hro/job/en/guide\\_forms/pics.php](http://www.polyu.edu.hk/hro/job/en/guide_forms/pics.php).

7 July 2017