

**JOB DESCRIPTION**

	<b>SEQ. NO:</b>	<b>POSITION. NO.</b> RID.ICCC05
<b>DEPARTMENT:</b> Independent Consumer & Competitions Commission	<b>DESIGNATION/CLASSIFICATION:</b> Principal Analyst – MVIL: Grade 11	
<b>OFFICE / AGENCY:</b>	<b>LOCAL DESIGNATION:</b> Principal Analyst - MVIL	
<b>DIVISION:</b> Regulated Industries	<b>HIGHEST SUBORDINATE:</b> Senior Analyst – Electricity & MVIL	
<b>BRANCH:</b> Electricity & MVIL	<b>IMMEDIATE SUPERVISOR:</b> Manager – Electricity & MVIL	
<b>SECTION:</b>	<b>LOCATION:</b> Port Moresby	

**POSITION HISTORY**

<b>DATE FILE NO.</b>	<b>DATE OF VARIATION</b>	<b>DETAILS</b>

**1. PURPOSE**

To assist in providing advice and perform the functions of the Regulatory Affairs Branch and the PRASPD Division on economic regulatory matters relating to the Telikom & MVIL Industry in accordance with the relevant provisions of the ICCC Act and the Industry Act.

**2. ACCOUNTABILITIES**

Responsible and accountable to the Manager, Regulatory Affairs Branch and the Executive Manager, PRASPD for the implementation of the regulatory requirements enumerated under Part III, IV & V of the Independent Consumer and Competition Commission Act of 2002, Industries Act, Regulatory Contract, Service Standards, Codes and Licenses.

**3. MAJOR DUTIES**

The major duties to be undertaken by the incumbent are:

- Assist the Branch Manager to execute specific activities as enumerated under Part III, IV and V of the ICCC Act, and other related sections of the Act administered by other Divisions;
- Ensure all tasks required to be performed under the provisions of the regulatory contracts, industry specific legislations and the licences are executed accordingly;
- Assist in the reviews of the Telecommunications and Motor Vehicle Insurance Limited (MVIL) Regulatory Contracts, technical consideration on economic models & modelling, service standards, monitoring of services standards and determining the appropriate actions;
- Determine and assess any telecommunications licence applications under the Telecommunications Act in accordance with the regulatory contract provisions and the telecommunications Act;
- Ensure compliance of all licences issued under the telecommunications Act, monitor their performance and ensure compliance of the licence terms & condition provisions issued to the regulated entities and any other organisations;
- Carry out detailed independent assessment and make critical analyses on annual tariff variation submissions from Telikom PNG and MVIL consistent with the tariff formulas in the regulatory contracts and set the appropriate annual tariff within the required timeframe;
- Consider tariff amendment submission on force majeure events and deduce sensitivity analysis consistent with the regulatory contract formulas and in line with the prevailing government

economic/fiscal policies and directives. And make appropriate determinations and advise the options to the Assistant Manager within the specified time period;

- h) Ensure that the monitoring strategy for compliance on the regulatory contracts, issuing of Licenses and maintaining service standards by the regulated entities are consistent within the ICCC Act and the regulatory contracts and relevant Entities' Acts. In liaison with the Legal section and other divisions, apply enforcement or corrective orders for non-compliance;
- i) Assist in prepare the Regulatory Affairs Branch reports, briefs and Commission papers, including preparing annual works program and monthly/weekly reports; and
- j) Any other task as directed and consistent with the above.

#### **4. REPORTING AND WORK RELATIONSHIPS**

- Report to the Manager, Regulatory Affairs and Executive Manager, PRASPD;
- Advise the Manager, as and when required;
- Delegation to subordinates; and
- Liaise with other Divisions and industry stakeholders.

#### **5. POSITION AND PERSON SPECIFICATION**

##### **a) Qualifications:**

The minimum entry qualification is: -

- A Bachelor degree in Economics, Business or Commerce.

##### **b) Knowledge:**

Must possess a high level of knowledge and understanding of:-

- The ICCC Act, Regulatory Contracts, Industry Acts and Licensing;
- A better understanding of the operation of PNG Business environment, market conditions and utility industry operations;
- Better understanding of the functional responsibilities of line agencies and Government Departments, particularly those with responsibilities relating to the regulated utilities;
- Basic appreciation of the workings of the Regional and Global lead organizations in competition, trade and markets;
- Better appreciation of company & statutory by-laws of state-owned entities.
- Government economic policies and legislations; and
- Proficiency on the application of Computer software, especially on Microsoft work and spreadsheet, Power point.

##### **c) Skills:**

Ability to demonstrate the following skills:

- High degree of maturity, integrity, self-esteem and impartiality;
- Excellent analytical skills;
- Proficient in both written and spoken English;
- Public Relations and inter-personal relations;
- Organizational Skills; and
- Computer Literate.

##### **d) Work Experience:**

At least 5 years work experience in industry regulation, regulated utilities either in the private or public sectors and related fields.

**Authorised by: Associate Professor Billy Manoka (PhD) – Commissioner/CEO**