



HELLENIC CORPORATION OF ASSETS AND PARTICIPATIONS

Athens, 11 May 2018

Call for expression of interest for the position of Operations Efficiency and Coordination Mechanism Director of Hellenic Corporation of Assets and Participations S.A.

The Hellenic Corporation of Assets and Participations S.A. (“HCAP” or the “Corporation”) operates in the public interest in accordance with the rules of private industry.

In order to fulfill its purpose, the Corporation shall act in an independent, professional and entrepreneurial manner, with a long-term vision in achieving its results, in accordance with its Rules of Procedure; it shall also act to guarantee full transparency, with a view to enhancing the value and improving the performance of its assets, as well as generating revenue.

Furthermore, the Corporation shall promote reforms of public undertakings, inter alia, through restructuring, good corporate governance and transparency and by fostering accountable administration, social responsibility, sustainability, innovation and good corporate practices.

HCAP, in order to support its purpose, is creating the post of **Operations Efficiency and Coordination Mechanism Director**. His/her main role relates to the monitoring and assessment of operational efficiency planning and actions of HCAP subsidiaries in relation to organizational, operational, technological, supply chain, and other areas which are included in their business plans as main areas of operational improvements.

The role also relates to the coordination and implementation of the provisions of law 4389/2016 with respect to the Coordination Mechanism, which is part of HCAP’s Internal Rules. As a key member of the senior management team, the Director reports to the CEO and the Executive Director.

Announcement

HCAP is interested to attract candidates experienced on matters of organization, operations, transformation and technology, with an understanding of the key sectors where the subsidiaries are operating and the respective market trends and best practices.

Job Description:

- Enables and executes strategy set by the Corporation.
- Analyses subsidiaries' operations and organizational structure to pinpoint opportunities and areas that need to be improved or reorganized or transformed and/or restructured. For this purpose, collects and reviews all information related to the companies' operations included in their management reports, business plans, budgets and all other reporting means.
- Reviews specific operational policies, programs, procedures and systems to identify key areas in operations and technology to improve efficiency.
- Performs benchmark analysis and related methodologies for peer group companies' analysis but also in relation to any legislative and regulatory compliance requirements.
- Provides advice and insights concerning major transformation initiatives in areas such as Operational Technology, Digitization, Supply Chain and Customer Experience.
- Cooperates with senior management and key stakeholders to improve and ensure project prioritization and portfolio alignment to the strategic plan targets. This also includes the qualitative targets of HCAP in relation to Innovation, Environmental and Social Impact as described in the Strategic Plan.
- Coordinates, monitors and provides information to the Management on the progress of implementation of the deliverables provided in the Coordination Mechanism.
- Coordinates the preparation of analysis and reporting to support the BoD, the CEO and the Executive Director.
- Contributes to the selection and coordination of advisors required to provide specialized services in relation to the abovementioned matters of his/her competence.
- Establishes and maintains strong relationships and cooperation with the management team and the subsidiaries, to identify needs and strives for insightful ideas and solutions, where required.
- Develops and nurtures strong, positive relationships with key stakeholders to ensure engagement and delivery of change.

Qualifications & Requirements

- Bachelor's degree in economics, business administration, management and/or of similar nature. In the case of a first degree in engineering and/or mathematics, an MBA and/or related post graduate degree would be required. An MBA and/or other related Masters' degree would be also valued. In addition, any other relevant qualifications on subject matters would be valued.
- At least 15 years of management, consulting/ advisory and business experience.
- 5+ years in managing teams and in positions of high responsibility.
- Experience in transformation is also significant and will be considered

- Any sectorial expertise and understanding of the key drivers and challenges in sectors like energy, water utilities, transportation, etc. will be highly valued.
- Excellent command of Greek and English language.

Skills & Personal Attributes

- High sense of duty and understanding of the notion of public interest
- Unquestionable business and personal ethics, independence and objectivity
- Comfortable with being held accountable and holding others accountable
- Excellent oral, written communication and presentation skills with the ability to comfortably communicate to all levels of management of the HCAP, including subsidiaries, and demonstrate a high degree of professionalism and integrity in all interactions
- Ability to develop and/or implement best practices, processes and tools for monitoring and reporting in the fields of his /her department.
- Creative problem solving skills, exercising sound judgment to make decisions based on accurate and timely analysis. Ability to collect and process all required information from HCAP subsidiaries.
- Strong project management and planning skills; ability to manage and prioritize tasks to meet deadlines and deliverables.
- Strong people management skills and especially with regards to team development and empowerment.
- Able to effectively train personnel on issues in his/her capacity and delegate relevant responsibilities for achieving optimal results.

Diversity is one of the core values of HCAP and its subsidiaries. As such, the Corporation seeks to ensure that everyone is treated with respect and given equal opportunities and works in an inclusive environment.

Deadline / Terms & Conditions

Candidates are requested to send to the address mentioned below until the 25th of May 2018, a detailed CV, accompanied by a cover letter stating the reasons why they consider themselves appropriate for this post.

Applications must be sent exclusively via e-mail to the electronic mail address: hr_oed@hcap.gr

The Operations Efficiency and Coordination Mechanism Director shall be appointed subject to the absence of any personal or legal conflicts of interest.

All applications will be treated as strictly confidential.

For information regarding HCAP, please visit the website: www.hcap.gr