

JOB DESCRIPTION OF CEO, REDAMCO

Duties & Responsibilities

- Management of the affairs of the company subject to the control and directions of Board of Directors (BoD).
- Execution of all deeds, assurances, surrenders, agreements, contracts, instruments and other documents for and on behalf of the company.
- Performance of all human resource management functions with respect to appointment, employment, discharge, re-employment or replacement of solicitors, advocates, pleaders, or legal advisors, bankers, workmen and other servants and employees with such powers and duties and upon such terms as to duration of employment, remunerations, subject to control and supervision of Board of Directors and relevant rules & policies of the government.
- Exercise of financial powers as to sanction/approval of funds in connection with day today business affairs of the company subject to restrictions imposed by Board of Directors, if any.
- Develop high quality business strategies and plans ensuring their alignment with objects of the company.
- Lead and motivate subordinates to advance employee engagement and develop a high performing managerial team.
- Oversee all operations and business activities to ensure they produce the desired results and are consistent with the overall objects of the company.
- Make high-quality investing decisions to advance the business and increase profits.
- Enforce adherence to legal guidelines as provided by Corporate Governance Rules and Companies Act, 2017 or any other legal guide lines issued time to time by the Governing Authorities.
- Review financial and non-financial reports to devise solutions or improvements.
- Build trust relations with key partners and stakeholders and act as a point of contact for important shareholders.
- Analyze problematic situations and occurrences and provide solutions to ensure company survival and growth.
- Maintain a deep knowledge of the markets and industry of the company.

Requirements

- Proven experience as **CEO** or in other managerial position.

- Experience in developing profitable strategies and implementing vision.
- Strong understanding of corporate finance and performance management principles.
- Familiarity with diverse business functions such as marketing, PR, finance etc.
- In-depth knowledge of corporate governance and general management best practices.
- An entrepreneurial mindset with outstanding organizational and leadership skills.
- Analytical abilities and problem solving skills.
- Excellent communication and public speaking skill.

Qualification

Masters or higher qualification in relevant subject(s)(such as management related disciplines like MBA, social sciences or equivalent) from HEC recognized university with **15 years'** experience in the field of real estate marketing, administrating, upgrading, improving real estate and other movable and immovable assets of the organization, Real Estate Financing and Real Estate Sale Experience or any other field commensurate to the job of a chief executive or senior management level in organizations that have Real Estate Commercial attributes or served as member of governing body of a professional institute or head of a department.