

We're looking for:

Position Title	Head – Planning & Performance
Department	Planning & Performance
Job Code	HR H25

Job Description

The Head HOD) of the Sorbonne University (SUAD) Department of Planning & Performance is expected to apply superior leadership and management skills to ensure University compliance with the highest standards of University administrative, operational, and academic excellence. To accomplish this mission and to ensure alignment with the vision and mission of the University and the goals and objectives of the United Arab Emirates and the Emirate of Abu Dhabi, the HOD is expected to develop and utilize an extensive database consisting of all appropriate University policies and procedures, departmental and staff and faculty performance measures, environmental (UAE and Abu Dhabi) plans, goals, objectives, economic and demographic factors, and regulatory requirements. The HOD will apply superior analytic, policy formulation, and strategic planning knowledge, skills, and competencies to enhance staff, faculty, and individual performance in order to achieve the University's priorities and strategic goals. The HOD will be expected to implement strategic initiatives and to monitor and report on the performance of SUAD against its goals and objectives, align performance with market needs and provide stakeholders (UAE and Abu Dhabi ministries, the SUAD Board of Trustees, the Management Council and ADEK) with timely information on the progress of attaining SUAD's vision and mission.

Profile (Minimum Qualifications, Minimum Experience, Job Specific Skills)

Minimum Qualifications:

Master's degree

Minimum Experience:

8 years Strategic Planning and Performance experience preferably in the Higher Education sector

Job-Specific Skills:

- Leadership skill and a high degree of autonomy
- Able to work effectively under pressure
- High level communication skills
- Performance and strategic planning knowledge, skills, and competencies
- Statistical and analytical skills
- Knowledge in project management methodologies and tools
- Experience in institutional operational and performance assessment
- Knowledge of the higher education sector and related policies
- Languages: English, Arabic

Conditions

NA

We're
looking for:

Grade

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Package Details

- Basic Salary (AED 22,100 - AED 31,200)
- Accommodation Allowance
- Benefits

How to apply

<http://www.sorbonne.ae/vacancies/>

Application to be sent by

1st December 2018