

Ministry of Commerce, Industry, and Investment Promotion | Job Description

Executive Director, Strategic Partnership Agreements Programme

1. Job Title

Executive Director, Strategic Partnership Agreements and High-Level Visits Activation Programme

2. Reporting Line

- Direct reporting line: Head of the Programme Management Office (PMO), pending confirmation of the exact title by Human Resources
- Indirect reporting line: His Excellency the Minister of Commerce, Industry, and Investment Promotion, as the overall sponsor of the four executive programmes
- Accountability framework: quarterly review with the Financial and Economic Committee of the Council of Ministers through the PMO

3. Direct Reports and Team Composition

- Economic and trade analysts: 2
- International initiatives implementation specialist: 1
- International relations and partnerships specialist: 1

4. Job Purpose

The Chief Executive Officer leads the design, execution, and impact realisation of the Strategic Partnership Agreements and official visits Programme under PMO supervision and within the Ministry's approved governance framework, with the mandate of maximising the economic benefit from international agreements, MoUs, and partnerships entered into by Oman, and from the economic outputs of senior official visits, by translating them from framework or political form into clear executable pathways and measurable initiatives that support foreign trade, attract investment, transfer knowledge and technology, and expand the international opportunities of the Omani private sector

5. Key Responsibilities and Accountabilities

- Translate the programme objectives into an annual operating plan with prioritised initiatives, milestones, and resource allocation
- Inventory the priority economic agreements, MoUs, and strategic partnerships, and inventory the outputs of senior official visits in their economic dimensions
- Build a consolidated database of the relevant agreements, opportunities, and projects
- Classify agreements by sector, partner state, expected economic impact, and execution readiness
- Lead the multi-phase executive plan: inventory and foundation; analysis and opportunity identification; preparation of executable plans; activation and institutional coordination; monitoring and impact measurement
- Analyse agreement clauses, identify the economic opportunities they create, and prepare sectoral studies of priority international markets
- Develop joint executable plans with the relevant government entities for each priority agreement, covering roles, responsibilities, KPIs, and timeline
- Propose practical initiatives that convert agreement outputs into direct economic impact, and enable private sector access to opportunities through clear institutional channels
- Follow up the outputs of senior official visits, and convert them into programmes and initiatives with tangible economic impact
- Lead institutional coordination with the Omani government entities party to international agreements
- Coordinate with the Ministry of Foreign Affairs given the scope of senior official visits
- Engage counterpart agencies in partner states and the relevant diplomatic representations
- Interface with the other three executive programmes
- Track and measure initiative execution and its impact against the KPIs set out below
- Prepare periodic reports for the Programme Management Office and the Minister, including input to the quarterly briefing for the Financial and Economic Committee of the Council of Ministers
- Maintain dashboards and analytics that link delivery to the programme KPIs
- Lead, develop, and evaluate the programme team
- Build technical and institutional capability within the team to sustain delivery momentum

6. Performance Indicators

- Annual growth in the value of manufacturing investments: 14% by 2030, and 6% by 2040 (source: MOCIIP Objectives and Targets Scorecard)
- Contribution of the manufacturing sector to GDP at constant prices: 9.7% in 2026, and 10.4% in 2030 (source: 11th Five-Year Plan)
- Trade to GDP ratio: 24% by 2030, and 30% by 2040 (source: MOCIIP Objectives and Targets Scorecard)
- Number of agreements and MoUs for which executable plans have been prepared
- Number of initiatives and projects developed on the basis of international agreements and partnerships
- Progress percentage in implementing the outputs of official visits and priority economic agreements
- Value of investments attracted or facilitated as a result of activating strategic partnerships

7. Required Academic Qualifications

- Minimum: a Bachelor's degree from a recognised university in international relations, international trade and economics, public policy, or a related discipline
- Preferred: a Master's degree in a related discipline

8. Required Years and Type of Experience

- Minimum 10 years of relevant experience, of which at least 5 years are in a senior leadership role
- Experience in bilateral and multilateral economic agreements, in the follow-up of official visit outputs, or in inter-governmental coordination is essential
- Experience working with or within Omani government entities is preferred

9. Required Professional Certifications

- Preferred: a recognised programme or project management certification such as PMP, PgMP, or MSP

10. Technical Competencies

- Strategic planning and execution
- KPI design and impact measurement
- Institutional coordination across government entities
- Senior-governance report writing
- Data-informed decision making
- Familiarity with the architecture of international agreements and MoUs
- Strategic partnership activation
- Protocol-sensitive coordination
- Ability to translate political-level commitments into executable plans

11. Behavioural and Leadership Competencies

- Strategic leadership
- Results orientation and accountability
- Institutional collaboration
- Integrity and professional confidentiality
- Senior stakeholder management
- Team development and capability building
- Resilience under the demands of public-sector leadership
- Diplomatic temperament and inter-governmental skill
- Heightened protocol awareness in handling official visits and senior official visits

12. Language Requirements

- Arabic: full professional fluency, essential
- English: full professional fluency, essential
- A third language is desirable, given the international partnership scope

13. Key Stakeholder Interfaces

- Internal: Head of the Programme Management Office (PMO)
- Office of His Excellency the Minister of Commerce, Industry, and Investment Promotion
- CEOs of the other three executive programmes
- Office of Empowering Specialisations
- Office of Empowering Supporting Platforms
- MOCIIIP directorates and specialisation functions
- External: Other Omani government entities party to international agreements
- Ministry of Foreign Affairs
- Counterpart agencies in partner states and diplomatic representations
- Omani private sector

14. Travel and Working Conditions

- Muscat-based, with a hybrid working pattern aligned to Ministry policy
- International travel linked to official visit follow-up and bilateral engagement with partner states

15. Other Requirements

- Omani nationality: a hard requirement
- Commitment to professional confidentiality on commercially and governmentally sensitive matters
- Adherence to the Civil Service Law and Ministry policies
- Acceptance of the PMO governance framework and the quarterly reporting and review cycle with the Financial and Economic Committee
- Security clearance and protocol sensitivity: an appropriate security clearance is required, together with heightened protocol awareness, given exposure to sensitive bilateral and inter-governmental material and engagement with official visits and counterpart foreign government entities