

**Ministry of Commerce, Industry, and Investment Promotion | Job Description**  
**Executive Director, Export Development and Trade Balance Enhancement Programme**

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### 1. Job Title

Executive Director, Export Development and Trade Balance Enhancement Programme

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### 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

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### 3. Direct Reports and Team Composition

- Export development and trade balance specialists: 4

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### 4. Job Purpose

The Chief Executive Officer leads the design, execution, and impact realisation of the Export Development and Trade Balance Enhancement Programme under the supervision of the Programme Management Office and within the governance framework approved by the Ministry, with the mandate of executing the Oman Vision 2040 directions on commodity and geographic diversification of exports and imports, empowering the private sector as a main engine of the national economy, and positioning Oman as a Gulf, regional, and global trading hub anchored on non-oil flows

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### 5. Key Responsibilities and Accountabilities

- Translate the programme objectives into an annual operating plan with prioritised initiatives, milestones, and resource allocation
- Translate the Export Development Strategy into delivery through an annual operating plan
- Plan the three trade pathways: import-process-export; import-margin-export; process-export
- Lead participation in 15 international exhibitions per year, including private sector engagement
- Lead 10 international market visits per year for direct trade matchmaking between Omani private sector firms and counterpart private sector firms in target markets
- Lead market intelligence and trade facilitation activity
- Support trade finance facilitation for exporters and importers, develop exporter capabilities, and develop digital solutions for the export sector
- Maximise the use of the ports of Sohar, Salalah, and Duqm in re-export operations and logistics services
- Maximise the benefit of trade and economic agreements, including Free Trade Agreements and Comprehensive Economic Agreements
- Coordinate with the "Omani Exports" promotional platform within the Ministry
- Coordinate with the Office of Empowering Supporting Platforms on digital export services
- Interface with the other three executive programmes
- Engage the management of the ports of Sohar, Salalah, and Duqm
- 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

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### 6. Performance Indicators

- Non-oil exports as a percentage of total national exports (excluding re-exports), annually: 48% by 2030, and 60% by 2040 (source: MOCIIP Objectives and Targets Scorecard)
- Export product concentration index: below 0.123 by 2030, and below 0.087 by 2040 (source: Vision Document 2040)
- Contribution of non-oil exports to GDP: 24.6% (OMR 9,880.7 million) in 2026, and 28.1% (OMR 13,358.5 million) in 2030 (source: 11th Five-Year Plan)
- Finished products exports as a percentage of total exports: 35% by 2030, and 40% by 2040 (source: MOCIIP Objectives and Targets Scorecard)
- Trade to GDP ratio: 24% by 2030, and 30% by 2040 (source: MOCIIP Objectives and Targets Scorecard)
- Participation in 15 international exhibitions per year
- 10 international market visits per year

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### 7. Required Academic Qualifications

- Minimum: a Bachelor's degree from a recognised university in international trade, economics, supply chain and logistics, business administration, or a related discipline
- Preferred: a Master's degree in a related discipline

## **8. Required Years and Type of Experience**

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- Minimum 10 years of relevant experience, of which at least 5 years are in a senior leadership role
- Experience in export development, trade facilitation, market development, or ports and logistics economics is essential
- Experience working with or within Omani government entities is preferred

## **9. Required Professional Certifications**

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- Preferred: a recognised programme or project management certification such as PMP, PgMP, or MSP
- Desirable: an international trade or supply chain certification such as CITP or CSCP

## **10. Technical Competencies**

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- Strategic planning and execution
- KPI design and impact measurement
- Institutional coordination across government entities
- Senior-governance report writing
- Data-informed decision making
- Market intelligence
- Trade facilitation
- Exhibition and trade mission management at scale
- Familiarity with Oman's ports and logistics ecosystem
- Familiarity with the architecture of Free Trade Agreements and Comprehensive Economic Agreements

## **11. Behavioural and Leadership Competencies**

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- 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
- Execution orientation and credibility in international markets

## **12. Language Requirements**

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- Arabic: full professional fluency, essential
- English: full professional fluency, essential
- A third language is desirable, given the international exhibition and market mission scope

## **13. Key Stakeholder Interfaces**

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- 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
- MOCIIP directorates and specialisation functions
- External: The ports of Sohar, Salalah, and Duqm
- Private sector exporters and SMEs
- States party to Oman's Free Trade Agreements and Comprehensive Economic Agreements
- International exhibition organisers and trade mission counterparts

## **14. Travel and Working Conditions**

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- Muscat-based, with a hybrid working pattern aligned to Ministry policy
- Significant international travel: 15 international exhibitions and 10 international market visits per year

## **15. Other Requirements**

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- 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