

RECRUITMENT ANNOUNCEMENT

APO PROGRAM OFFICER

The APO Secretariat is seeking a dynamic, competent Program Officer with considerable work experience in the industry and service sectors. The main responsibilities are to plan, manage, implement, evaluate, and follow up on activities relating to industrial management and business administration such as training courses, workshops, study meetings, demonstration projects, surveys, and others. This position will require occasional overseas travel.

Interested candidates must be a graduate from a reputable college or university, preferably a holder of a Master's degree in economics, business administration, or engineering, and have at least five years of working and/or consulting experience in management, corporate planning, project planning, economic analysis, and technological development, in the industry and service sectors, government service, public- or private-sector corporations, research institutes, or institutions of higher learning. Experience in consultancy work and in conducting training programs is an advantage. Candidates must also have a good working knowledge and understanding of the productivity and socioeconomic development needs of Asia and the Pacific in general and APO member countries in particular. Proficiency in both spoken and written English and the ability to relate and communicate well with people and engage in teamwork are prerequisites.

Candidates must be from APO member countries, in excellent health, and preferably between 30 and 40 years of age. Salary will be commensurate with qualifications and experience, tax exempt in Japan for international recruits, plus other benefits. Appointment will be on fixed-term basis for two years and renewable thereafter upon mutual consent.

Interested candidates should send a resume with photograph by 30 June 2007 to:

The Secretary-General
Asian Productivity Organization
1-2-10 Hirakawa-cho
Chiyoda-ku, Tokyo 102-0093
JAPAN
e-Mail: job-2007A@apo-tokyo.org

Please visit the APO Web site at www.apo-tokyo.org for information on the mission and work of the organization.