POSITION PROFILE

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| **Position:** | Senior VP Strategic Partnerships - AP | **Department:** | Strategic Partnerships |
| **Postholder:** |  | **Section:** | Operations |
| **Reports to (position):**  **d** | Chief Operating Officer | **Location:** | Kuala Lumpur |
| **Direct Reports:** | VP – Strategic Partnerships |  |  |
| **Date of Issue:** |  | **Prepared By / Approved By:** | FW/AS |

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| |  | | --- | | **MISSION** |   OPITO is committed to strategic growth and diversification, aiming to increase global adoption of its products and services by up to 30% by 2028. Through technology and innovation, the organisation will develop pioneering solutions that leverage cutting-edge advancements. A focus on data-driven intelligence will enable OPITO to harness insights into global workforce and safety trends, ensuring informed decision-making. In alignment with social value principles and the UN Sustainable Development Goals, OPITO will enhance educational opportunities, promote inclusive career pathways, support economic growth, and drive industry innovation and infrastructure. Lastly, through business effectiveness, OPITO will implement targeted and measurable continuous improvement initiatives, ensuring operational excellence across all aspects of its operations.     |  | | --- | | **COMPANY OVERVIEW:** |   Operating for over 50 years, OPITO is an industry-owned organisation, headquartered in Aberdeen, Scotland.  We drive consistency and safety compliance across global standards and qualifications, creating workforce development solutions. OPITO is a global leader in workforce safety, leading the skills focused dialogue with international governments as our industry prepares to meet Net Zero targets.    Each year, more than 500,000 people are trained to OPITO standards through one of over 240 OPITO approved centres operating across 50 countries globally.    With operational hubs in five key regions – UK and Europe, Middle East and Africa, Asia Pacific, the Americas and Brazil – OPITO drives safety and competency improvements across a diverse range of industries     |  | | --- | | **OUR VALUES** |   At OPITO, we are committed to fostering an inclusive, dynamic, and engaging workplace where individuals can bring their authentic selves to work. We value diversity, collaboration, and a spirited approach to our mission, believing that a strong team is built on mutual respect, passion, and a shared commitment to excellence.  Guided by our core values, we are steadfast in our commitment to:   * Integrity – Acting with honesty and responsibility in all that we do. * Collaboration – Working together to achieve common goals and drive success. * Adaptability – Embracing change to stay ahead in a dynamic environment. * Care – Prioritising the well-being and growth of our team, partners, and industry.   At OPITO, we don’t just talk about our values—we live by them, creating a workplace where passion, resilience, and a positive mindset thrive.    . |

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| **PRIMARY FUNCTION:**  To lead the Strategic Partnership team in developing relationships with external stakeholders, growing the business and diversifying the portfolio of OPITO’s products and services within the region. |

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| **DIMENSIONS** |
| Core Competencies / Technical Requirements  * Demonstrable experience at a senior level in business development within the energy industry (e.g. power generation, renewables, oil & gas, grid services, or clean tech) * A strong network of industry contacts and a track record of securing high-value deals, developing compelling business cases or launching new ventures with measurable ROI * Deep understanding of market dynamics, regulatory frameworks, and commercial models across regional and global energy markets * Substantial experience operating at senior management level, with a proven ability to influence strategic direction, lead teams, and deliver on commercial objectives in a dynamic environment. * Understanding of the learning and development practices in the Energy sector with proven experience delivering impactful programs * Solid understanding of workplace learning and competency models, and their alignment with operational and business objectives * Familiar with contemporary trends and challenges relating to the learning and development environment in the Energy sector * Proven leadership in complex stakeholder environments and the ability to influence internal and external stakeholders at Senior level * Ability to build and maintain productive relationships with key stakeholders and decision makers. Demonstrated commercial awareness, including risk identification and mitigation in partnerships contexts. * Excellent working knowledge of MS office and digital collaboration tools. * Effective working knowledge of financial management systems – budget income and expenditure * Strong organisational and time-management skills, with the ability to manage multiple projects and priorities.   **Interfaces / Contacts**  **Internal**   * Management responsibility for VP – Strategic Partnership * CEO, COO, CFO, * Quality Assurance team * Product Development Team Co-ordinator, Administration Assistants, SD Support * Finance Team * Other Team members  External  * NOC and IOCs within region and globally * Governments * Regulators * Trade Bodies, Training Centres * Supply Chain * Other industry |
| **PRINCIPAL ACCOUNTABILITIES** |

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| Main functions may include some or all of the following:   * Provide senior leadership in the development, refinement and implementation of the agreed business growth strategies and objectives for the Strategic Partnerships team, while ensuring alignment with OPITO’s long term vision and market positioning. * Lead on the regional development and contribute to the global team’s annual review of the strategic plan relating to the strategy and make recommendations * Partner with Strategic Partnership colleagues (including SVP, VP) Regional Quality Assurance Managers and wider Operations team to drive cross regional alignment, ensuring operational plans are strategically integrated and support enterprise wide objectives. * Oversee and guide the development of key regional markets to identify significant opportunities for standard expansion, strategic partnerships and growth of registration and revenue * Provide senior oversight of the operational plan, including quarterly business reviews, performance tracking and ensuring a healthy pipeline of activities pipeline reports. * Collaborate with Operations and Finance teams to shape budgetary frameworks, investment priorities and resource allocation in support of strategic goals. |

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| **Operational (Including Technical)** Some or all of the following may be required:   * Responsibility for the regional the strategic partnerships operational plan and it’s successful completion. * To manage the regional engagement and stakeholder management plan * To represent OPITO at industry events and forums * To represent the regional SP team at internal meetings such as PSG and OSM * To identify opportunities and work with the relevant teams to ensure successful adoption of new services and products and diversification in the region * Research and amend growth plans for key markets and ensure that clear opportunity pipelines are maintained and put these in place where they are missing * Collaborate with the operations team to support the growth of Global; Qualifications, POL and Skills Screening * Collaborate with the operations team, be a responsible senior member of company management * Collaborate with the operations team and finance to develop commercial proposals * Act as a point of contact for key customers |
| **Transactional (Relevant to Support Roles)**   * Not Applicable |
| **Health & Safety / Quality Assurance** Main functions may include some or all of the following:   * Complying with relevant Company Health and Safety policies and procedures * Managing and maintaining controlled documents and company databases such as The HUB. * Ensuring all Strategic Partnerships related QMS processes and procedures are complied with at all times * Contributing to the annual review of Standards ISO related processes and procedures |
| **People Management** Main functions may include some or all of the following:   * Supervision and line management of: VP for SP – AP and any regional SP associates. * Ensure the management of work processes and delegated tasks to other staff seconded or working on team activity where appropriate |
| **Qualification, experience, and attributes (Objectively required to undertake the role)** Some or all of the following may be required:   * Relevant degree in Business, Engineering, Economics, or similar; MBA preferred * Experience of working in roles in identifying business development opportunities * Effective team player with strong interpersonal skills and the ability to collaborate across departments. * Self-motivated and capable of working independently with minimal supervision. * Adaptable and responsive to changing business needs and priorities. * Familiarity with data management systems and electronic record keeping. * Clear and effective communicator skills (both verbal and written, as well as skilled presenter) * Able to work under pressure, with conflicting priorities and to meet agreed deadlines in a fast paced environment. * The nature of the role is such that the relevant experience is as important as formal qualifications |
| **Compliance:**  OPITO have a number of policies and guidance documents available to all staff (such as Bribery & Corruption and Conflict of Interest) which provides guidance and confidence to all of our team in their day-to-day roles as well as helping them to comply with the relevant laws and best practice at all times. All employees are reasonably expected to familiarise themselves with, and understand/comply with, at all times, these requirements. |
| **General:** Main functions may include some or all of the following:   * Regular and frequent travel within the region and other regions as required * Undertakes special projects as appropriate and fulfils other duties as may reasonably be required by the company, in line with the incumbent’s skills, knowledge, abilities and personal development opportunities * Where necessary act as a senior management representative in AP * Maintaining the company values and culture |