RECRUITMENT NOTICE

The Asia-Pacific Institute for Broadcasting Development (AIBD), a Regional Inter-Governmental Institution hosted by the respected Malaysian government with headquarters in Kuala Lumpur, invites applications from suitably qualified candidates for the below mentioned position for a period of three (3) years:

PROGRAMME MANAGER / BROADCASTING ENGINEER (TELEVISION)

Qualifications

- University Degrees in appropriate subjects such as Broadcasting Technology, Telecommunications, Electronics or a related subject, preferably in television;
- Minimum 5 years working experience as an engineer in the broadcasting industry;
- Skills and experience in conducting and organising technical training and consultancy activities, and a thorough understanding of computer languages;
- Good command of both written and spoken English;
- Good analytical, organisational, interpersonal communication and personnel management skills. A motivated team player who can work independently.

Responsibilities

- Develop and design programmes in line with the AIBD vision, mission and sets of objectives;
- Investigate and assess development needs of member countries;
- Identify and assemble qualified Resource Persons for technical training and consultancy activities;
- Prepare cost estimates, exercise budgetary control and identify and negotiate with possible funding sources;
- Develop and supervise curricula for the activities and review and evaluate their effectiveness;
- Train technicians and engineers of broadcasting institutions in various fields of modern broadcasting technology;
- Advise and support AIBD members in their efforts to upgrade and modernize their technologies;
- Manage and maintain AIBD’s technical training facilities and oversee the IT infrastructure;
- To carry out any other additional duties as assigned by the office of the Director.
Salary and Fringe Benefits

The monthly salary would be in the range of US$1,600 and US$2,200 depending on the qualifications and experience. Expatriate staff will be exempted from the payment of income tax. Expatriate staff will also be eligible for:

- Housing Allowance of US$650 per month;
- One month bonus for each completed year of service;
- Exemption from the payment of duties for purchase of one car within 6 months from the date of arrival in Malaysia;
- Group Insurance policy;
- Annual Leave of 25 days.

All other fringe benefits are as stated in the AIBD Manual of Office Procedure.

- **Closing date** for applications – 10 March 2017.

Procedures Required for Applications:

Applications by post must reach the AIBD at the following address:

The Director  
Asia-Pacific Institute for Broadcasting Development  
P O Box 12066  
50766 Kuala Lumpur, Malaysia

Applications can also be sent by e-mail to: admin@aibd.org.my

Applications must be accompanied by:

- Curriculum Vitae with copies of the latest degree/s.
- A passport size photograph taken within the last six months.
- The number of dependants and details of dependants who will reside in Kuala Lumpur if the applicant is appointed.
- Letters of recommendation, if any, may be included with the application.

The envelope containing the application must state the position applied for. **All applications received after the closing date will be automatically rejected. Only short listed candidates will be called for interviews.**

Should you require further information, please contact AIBD at:

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<tr>
<th>E-mail</th>
<th><a href="mailto:amar@aibd.org.my">amar@aibd.org.my</a></th>
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<tbody>
<tr>
<td>Phone</td>
<td>(60-3) 22824618 / 22827192</td>
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<tr>
<td>Fax</td>
<td>(60-3) 22822761</td>
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