



## Announcement of the Gem and Jewelry Institute of Thailand

### Subject: Recruitment for the Position of Director of the Gem and Jewelry Institute of Thailand

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The Gem and Jewelry Institute of Thailand (Public Organization) (GIT) is the governmental organization in the form of a public organization established in compliance with the Royal Decree on Establishment of the Gem and Jewelry Institute of Thailand (Public Organization) B.E. 2546. GIT is under the supervision of Minister of Commerce with the primary objectives of promoting and developing the gem and jewelry industry for its supreme competency in the global market; representing the principal institute in researching on, inspecting, and assuring the quality of gemstones, jewelry, and precious metals; developing human resources to meet market demand; and serving as an information center disseminating information regarding gem and jewelry industry.

GIT wishes to accept applications from interested individuals for the position of Director of the Gem and Jewelry Institute of Thailand to be in accordance with the Regulations of the Gem and Jewelry Institute of Thailand (Public Organization) on Rules and Methods of Director Recruitment B.E. 2552, dated March 10, B.E. 2552, clause 6 (5). Thereby, GIT posts an announcement of recruitment for the position of Director of the Gem and Jewelry Institute of Thailand. Details are as follows.

#### **1. Qualifications of the Director of the Gem and Jewelry Institute of Thailand**

##### **1.1 General Qualifications**

An individual who shall become the Director of the Gem and Jewelry Institute of Thailand must hold the following qualifications:

- (1) Thai nationality;
- (2) not over 63 years of age on the closing date of application period;
- (3) able to work full-time for GIT;
- (4) a professional with knowledge, skills and experience befitting for GIT's commitments as stated in its objectives and responsibilities;
- (5) not being a bankrupt, dishonest bankrupt, incompetent person, or quasi-incapable person;
- (6) not having been imprisoned by a final court judgment, unless being sentenced for offences committed by negligence or petty offences;
- (7) not a political official, a member of local council or a local executive, a committee member or a holder of a position responsible for the management of a

political party, an advisor to a political party, or an official of a political party on the day an appointment as the Director is announced;

(8) not having been discharged, removed or dismissed from governmental agencies or state enterprises due to acts of corruption or regarded as corruption and misconduct in office;

(9) not a holder of a position of executive officer of state enterprises, governmental agencies, or other public organizations on the day an appointment as the Director is announced;

(10) not a government officer with a permanent position or salary, an official or employee of governmental agencies, state enterprises, local administrative organizations or governmental agencies, or a practitioner of other public organizations on the day an appointment as the Director is announced; and

(11) not an interested person engaging in lines of business being conducted with the Gem and Jewelry Institute of Thailand (Public Organization), or directly or indirectly competing with that of GIT.

### **1.2 Specifications:**

(1) possess visionary leadership and experience in organization administration regarding planning, budgeting, and human resources;

(2) have abilities and skills in communication, good interpersonal skills, and service mind;

(3) able to communicate in English (speaking, listening and writing), other foreign languages will be advantage;

(4) possess at least a bachelor's degree or equivalent from institutes certified by the Office of the Civil Service Commission;

(5) have efficient experience in marketing and trading or international negotiation;

(6) hold one of the following administrative experiences:

(a) being or having been an executive officer in private sector with a position of an assistant chief executive officer or above of an organization, which earned the minimum annual revenue of 200 million baht during the period in office. Possess knowledge and at least 1 years of administrative experience in the position, period in office shall be counted until the closing date of the application period if holding any of the aforementioned position;

(b) being or having been an executive officer of a state enterprise holding a position of an executive vice president or above with a minimum experience of 1 years in the position, period in office shall be counted until the closing date of the application period if holding any of the aforementioned position;

(c) being or having been a government officer or government official with an executive position of higher level, an executive position of primary level, a managerial position of higher level, or equivalent and must hold at least 1 year of experience in the position, period in office shall be counted until the closing date of the application period if holding any of the aforementioned position; and

(d) being or having been a university employee with a position of assistant professor or above. An applicant with an assistant professor position must have at least 1 year of experience as a head of a department, period in office shall be counted until the closing date of the application period if holding any of the aforementioned position.

(7) gem and jewelry industry related experience will be advantage.

## **2. Required Application Materials**

Applicants must provide 7 sets of application materials (1 set of original copies and 6 sets of certified copies). The materials must be separated and put into 2 envelopes: an envelope with application materials as specified in Item 2.1-2.6 and an envelope with materials illustrating the applicants' vision according to Item 2.7. Both envelopes must be sealed and addressed to **Head of the Director Recruitment Subcommittee of the Gem and Jewelry Institute of Thailand**. The required materials are as follows:

2.1 an application form as specified by GIT with 7 full-face photographs of 3 cm. X 4 cm. in size without a hat and sunglasses (taken at the same period of time within 6 months);

2.2 certified copies of a valid citizen identification card, official identification card, or state enterprise officer identification card;

2.3 certified copies of the house registration;

2.4 a general health certificate (issued within 3 months till the day of the application);

2.5 certified copies of educational certificates;

2.6 evidence documents or certificates of specifications as specified in Item 1.2; and

2.7 materials stating applicants' vision for the position of GIT's Director and implementation plans to fulfill the objectives of the Gem and Jewelry Institute of Thailand (Public Organization), with a maximum length of 3 pages (A4) using Angsana New 16 point.

### **3. Application Procedure**

3.1 GIT announces the recruitment in at least 2 newspapers during June 5-19, 2017, with a minimum period of 7 days, and on GIT's website during June 5-19, 2017, with a minimum period of 7 days. The application opens from June 5-19, 2017.

3.2 The list of candidates qualified for an interview as well as a presentation of their vision for the position of Director and action plans to achieve the GIT's objectives, and the interview date shall be announced on GIT's website ([www.git.or.th](http://www.git.or.th)) afterward.

### **4. Application Admission and Submission**

4.1 Interested individuals may ask for further details and an application form at Administrative Department, The Gem and Jewelry Institute of Thailand (Public Organization), 140, 6th floor, ITF Tower Building, Silom Road, Suriyawong, Bangrak, Bangkok 10500 or by phone at 0-2634-4999 ext. 629. An application form and further details can also be acquired on [www.git.or.th](http://www.git.or.th).

4.2 The application form and materials can be submitted by interested individuals at the location stated in Item 4.1 from June 5, 2017 to June 19, 2017 from 9 a.m. to 5 p.m. (except public holidays).

### **5. Selection Method**

5.1 The subcommittee shall review qualifications and compatibilities of applicants solely from their application forms and materials provided on the day of application. The announcement of the list of the candidates eligible for an interview shall be released on GIT's website ([www.git.or.th](http://www.git.or.th)) on the date and time, which shall be informed.

5.2 The subcommittee shall contact the candidates on the list according to the announcement mentioned in Item 5.1 for an interview and a presentation of their vision for the position of Director of GIT and action plans to accomplish the objectives of the Gem and Jewelry Institute of Thailand (Public Organization). The interview shall also be conducted in English. If a candidate fails to attend the interview and make a presentation at the specified date and time, he/she shall be deemed a waiver.

5.3 The subcommittee reserves the right to extend the period of this application invitation or to cancel it and proceed with a new recruitment in case of insufficient number of applicants or no qualified candidate to be nominated for the position of the GIT's director. Applicants shall not claim for any damage.

5.4 The subcommittee reserves the right to name only the candidate with qualifications according to Item 1 to be considered by the Board of Executive Directors of the Gem and Jewelry Institute of Thailand and the decision of the Board is deemed final.

Announced on June 5, 2017

A handwritten signature in blue ink, appearing to read 'M. Choklumlerd'.

(Mrs. Malee Choklumlerd)

Head of the Director Recruitment Subcommittee  
The Gem and Jewelry Institute of Thailand

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