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File no.	CHC/2026/Director General

Job Description and Application Process

Name of the post: Director General

Reporting to: CHC Board of Directors

Duration of Employment: Fixed Term (3 years) with renewal option

About the Cyprus Hydrocarbons Company (CHC)

The **Cyprus Hydrocarbons Company (CHC)** was established in March 2014 to undertake the commercial management of the ownership rights of the Republic of Cyprus (RoC) deriving from the Production Sharing Contracts (PSC's) that the RoC has entered into with Licensees in the Exclusive Economic Zone (EEZ) of the RoC.

CHC's main responsibility is the marketing and sales of the share of hydrocarbons attributable to the RoC. At the same time, CHC supports the Ministry of Energy, Commerce and Industry in negotiating with potential Licensees for the conclusion of PSCs in the context of licensing rounds conducted by the RoC and in evaluating reports and deliverables provided for in the PSCs including Appraisal Reports on hydrocarbon discoveries and Development and Production Plans in the case where there is a commercially exploitable discovery. In addition, CHC evaluates the hydrocarbon potential in the EEZ of the RoC, carries out economic analyses for the evaluation of hydrocarbon options and marketability, evaluates the results of drilling carried out in the EEZ of the RoC and makes relevant recommendations to MECI. CHC is also increasingly involved in energy transition aspects.

CHC may also, under the guidelines issued by the Council of Ministers, participate with an ownership interest in a potential LNG terminal and LNG Liquefaction Plant and manage the ownership rights in upstream natural gas transmission pipelines or natural gas liquefaction infrastructure owned or acquired by the RoC. The operations of CHC may also expand to

include owning participating interests and performing hydrocarbons exploration and exploitation operations.

1. Main Purpose of the Post

Under the supervision of and reporting directly to the Board of Directors, the Director General will manage and coordinate the activities of the Company, including operational, commercial, technical, HSE, human resources and finance aspects. The Director General will have overall responsibility for managing both the revenue and cost elements of the CHC profit and loss statements. As Director General he/she will be responsible for providing the Board of Directors with strategic proposals/options for the company while the final decision for the strategic direction lies with the Board of Directors. He/she is also responsible for implementation of the strategic direction and ensuring the operational and financial success and safeguarding the reputation, image and credibility of the company at all times. He/she will provide effective and inspiring leadership to CHC and will be responsible for delivery of targets, ensuring that the company will act for the benefit of the Republic of Cyprus.

2. Key roles and responsibilities

Key roles and responsibilities of the Director General include:

- Responsibility for effective and efficient day to day operations of the company and ensuring his decision making is in line with the directions and decisions of the Board of Directors.
- Develop strategic proposals/options for consideration and final decision by the Board of Directors and implement the approved strategy of the company in an efficient and effective manner, and implement its vision and mission.
- Demonstrate capabilities of strategic decision making and have the ability to influence senior stakeholders and authorities.
- Manage the development and execution of CHC's Annual Business Plan.
- Establish strong, trusted stakeholder relationships and proactively manage stakeholders to create positive outcomes to all parties.
- Accountable for the full and timely disclosure of relevant information to stakeholders.
- Ensures that the company Code of Conduct is understood by employees and adhered to at all times.
- Oversee the company's fiscal activity, including budgeting, reporting and auditing.
- Responsible for exercising the financial authority within the purview set by the Board of Directors, preparing the annual budget of the Company and delivering within the budget.
- Accountability to the Board of Directors for the performance of the company and its consistency with agreed strategies and plans.
- Drive a continuous and consistent implementation of operational fit-for-purpose processes, procedures and policies within the company.
- Responsible for projecting manpower requirements and preparing job specifications, job description for every position as reflected in the approved company structure.
- Develop and manage multidisciplinary teams as per the scope of company activities.
- Responsible for selecting, coaching, guiding, developing, motivating & rewarding of the total workforce within the company.
- Responsible for identifying growth potential areas of company business.

- Responsible for facilitating the control process including establishing of standards, measuring performance against these standards and correcting the deviations from these standards & plans.
- Set up fit-for-purpose operational protocols.
- Ensure compliance to all legal, regulatory and company governance requirements, including safety, environmental and health standards.
- Identify and mitigate operational and financial risks including environmental and safety hazards.
- And any other responsibilities assigned to him/her by the Board of Directors.
- Report to the Board of Directors.

3. Candidate Requirements

a. Qualifications and Professional experience:

- Bachelor's degree as a minimum.
 - Degree/s in a discipline/s relevant to the hydrocarbons sector would be considered an advantage.
- Minimum of 25 years of experience in oil and gas related activities.
- At least 10 years of managerial experience in exploration and/or exploitation and/or processing and/or commercialization of hydrocarbons with demonstrable achievement record.
- Extensive experience with the design, execution or operation of major energy-related projects.
- Experience in commercial, financial (including budgeting) and business aspects of organizational and performance management.
- Experience in leading, inspiring and coaching teams.

b. Language skills, Computer skills, Social skills and Competences:

- Excellent command of English, both written and spoken.
 - Knowledge of Greek language preferred.
- Strong interpersonal skills, well organized and delivery-minded.
- Excellent communication skills with highly developed leadership capabilities and competences.
- Emotional intelligence: maintaining composure under pressure and fostering a supportive work environment.
- Excellent presentation skills and ability to convey clear and concise messaging under time constraints.
- The ability to distill complex business information into simple, actionable directives.
- Negotiation skills and conflict resolution: ability to negotiate and/or mediate potential disagreements and overcome obstacles.

4. Salary

Salary will be decided according to candidate's qualifications and experience.

5. Application Process

For applications to be valid, candidates must submit:

1. Signed application form (Download application form [here](#)).
2. A recent CV.
3. Personal statement, approximately a single page in length (maximum 800 words).
4. Copies of educational and professional qualifications.
5. Provide names and contact details of two appropriate referees that may be contacted by CHC for further evidence of their suitability for the performance of the required duties.

The application will not be considered as valid if the dossier sent is incomplete.

Applications should be in English and should be sent by email to hr.senior@chc.com.cy with the subject “**CHC-2026-1-Director General**”.

Failure to comply with the job specification requirements and the application process as described above will result in a disqualification of the applicant concerned and will not be notified further by CHC.

6. Closing Date

Applications must be sent no later than 17:00 (Cyprus time) on **17/04/2026**.