



## ASIA PACIFIC TOP LEVEL DOMAIN ASSOCIATION

[www.aptd.org](http://www.aptd.org)

---

### GENERAL MANAGER

#### **Primary Objective**

The General Manager's focus will be on providing member's Information, Education and Advocacy. Job scope will involve developing relationships with ccTLDs (Country Code Top Level Domain) in the Asia Pacific Region with the intention of providing a range of services and resources which will result in:

- a) More ccTLDs joining Asia Pacific Top Level Domain Association (APTLD)
- b) The spread of best practice among Asia Pacific ccTLDs
- c) Assisting the stable development of the Internet in the Asia Pacific
- d) Advocating that region wide objectives are achieved in global fora

It will also include on-going communications and developing relationships with relevant international and regional organizations – including, but not limited to ICANN and its sub-groups and the other Regional ccTLD organizations.

#### **Main Tasks**

- a) To be the Senior Staff Member of APTLD
- b) To implement the strategic and business plans as established by the APTLD Board
- c) To coordinate the activities of the Chair, the Board, the Secretariat and the Members
- d) To represent APTLD at regional and global meetings and conferences and advocate for the organization's collective position
- e) To develop programs, content and training so that all members of APTLD can operate world class ccTLDs
- f) To improve the outreach activities of APTLD, particularly the provision of services to members
- g) To develop APTLD into the best example of a Regional ccTLD Organization in the world
- h) To support the development and documentation of APTLD policies and positions

#### **Knowledge, Skills, Qualifications and Experience**

- a) A tertiary qualification or equivalent is desirable
- b) A very good grasp of written and spoken English is essential
- c) A sound knowledge of the International Domain Name System and the relationships involved in this is highly desirable
- d) Proven abilities to managerial level, in terms of strategic planning and implementation, budgeting and finances and management of staff
- e) Computer literacy at a practical level is essential (intermediate or better use of word processing, presentation and spreadsheet software)
- f) Experience in analyzing or drafting policy is desirable
- g) Cross-culture communication skills is highly desirable
- h) An ability to travel extensively

*Interested applicants may send their Comprehensive Resume to APTLD via email:*

[recruit@aptd.org](mailto:recruit@aptd.org)

**Application Deadline: 15 February 2010**

**Asia Pacific Top Level Domain Association**

Unit 2002-2005, 20/F, ING Tower, 308 Des Voeux Rd. Central, Sheung Wan, Hong Kong

[www.aptd.org](http://www.aptd.org)