



POSITION DESCRIPTION

CEO

The Company

Optiscan is an ASX listed medical technology company that is close to launching its first human use product with its partner in Neurosurgery applications. The company requires a CEO who can build the business, manage high level quality and manufacturing operational staff, as well as communicating and developing relationships with stock market influencers.

Optiscan has world leading technology in miniature high-resolution microscopes that are suitable for use in a range of surgical applications. The technology is underpinned by numerous patents and patent families that will position Optiscan with the potential to become the leader in this field.

The Position

The CEO is responsible for the attainment of Optiscan's goals and vision for the future, in accordance with the strategies, policies, programs and performance requirements approved by the Board.

The position reports directly to the Board.

The CEO's primary objective is to ensure the ongoing success of the Company through being responsible for all aspects of the leadership, management and development of the Company.

This role is of critical importance to the Company in guiding Optiscan to develop new and imaginative ways of winning and conducting business.

The CEO will manage the team of executives, consultants and employees responsible for all functions contributing to the success of the Company, as well as playing a key role in investor relations.

Specific Responsibilities

- 2.1 Develop, in conjunction with the Board, Optiscan's vision, values and goals;
- 2.2 Be responsible for achievement of corporate goals and objectives;
- 2.3 Develop short, medium and long-term corporate strategies and planning to achieve the Company's vision and overall business objectives;

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- 2.4 Prepare business plans and reports, ensuring compliance with ASX requirements;
- 2.5 Develop with the Board the definition of ongoing corporate strategy; implement and monitor strategy and report/present to the Board on current and future initiatives;
- 2.6 Advise the Board regarding the most effective organisational structure and oversee its implementation;
- 2.7 Assess business opportunities of potential relevance to the Company, and capitalise on those of most commercial benefit;
- 2.8 Be responsible for proposals for major capital expenditure to ensure their alignment with corporate strategy and justification on economic grounds;
- 2.9 Sustain competitive advantage through maximising available resources, encouraging staff commitment and strategically aligning the corporate culture with Optiscan's goals and objectives;
- 2.10 Establish and maintain effective and positive relationships with Board members, shareholders, customers, suppliers and other government and business entities;
- 2.11 Fulfil the role of key Company spokesperson;
- 2.12 Recommend policies to the Board in relation to a range of organisational issues including delegations of authority, consultancies and performance incentives;
- 2.13 Ensure statutory, legal and regulatory compliance and adhere to corporate policies and standards;
- 2.14 Ensure appropriate risk management practices and policies are in place;
- 2.15 Select, appoint, train and motivate key staff (direct reports);
- 2.16 Ensure there is an appropriate staff appraisal system in place.

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Decisions Requiring Board Approval

- 3.1 Acquiring or selling Shares in the Company;
- 3.2 Acquiring, selling or otherwise disposing of Optiscan property in excess of \$50,000;
- 3.3 Founding, acquiring or selling subsidiaries of or any entity within Optiscan, participating in other companies or dissolving or selling the Company's participation in other companies (including project joint ventures);
- 3.4 Acquiring or selling patent rights, rights in registered Trade Marks, licences or other intellectual property;
- 3.5 Founding, dissolving or relocating any branch or other offices, plants or facilities;
- 3.6 Starting new business ventures, terminating existing activities, or initiating major changes to the field of the Company's business operations;
- 3.7 Approving and/or altering the annual business plan (including financial planning) for Optiscan or any part of the Company;
- 3.8 Taking or granting loans, including the placing of credit orders, issuing of promissory notes or loans against IOU's;
- 3.9 Issuing securities of any type;
- 3.10 Granting loans to Company officers or employees and taking over guarantees for the Company's officers and employees;
- 3.11 Determining the balance sheet strategy for Optiscan or any part of the Company;
- 3.12 Entering into agreements for recurring, voluntary or additional social benefits, superannuation arrangements or general wage and salary increases;
- 3.13 Determining the total amount of bonuses and gratuities for Optiscan officers and employees;
- 3.14 Granting or revoking a Power of Attorney or limited authority to sign and/or act on behalf of the Company.

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Key Selection Criteria

- Has worked in medical device manufacturing company for at least 5 years at a senior level as part of which would be direct exposure to medical device production procedures.
- As such has managed a business with relevant quality systems (ISO 13485 and ISO 9001).
- Understands manufacturing issues, critical stock and inventory control to transform the organization into one of quality manufacturing on scale.
- Have a least a working knowledge of regulatory filings for medical devices for CE and FDA approvals.
- Has connectivity and credibility with large multi-national device manufacturers.
- Has identified, developed, negotiated and concluded a number of medical technology Licensing deals with large multi-national medical device companies.
- Managed collaborations with medical device companies to successful commercialization.
- Has ASX experience as a CEO and the credibility to gain investor confidence.
- Has experience of working closely with an engaged Board of Directors.
- Has sufficient financial experience to engage with internal finance and auditors to ensure the highest levels of governance are established and maintained.
- Has experience of managing a patent portfolio.
- Has experience of Corporate Governance sufficient to establish and maintain the reputation of the company.

Attributes of the Person

- Personable, capable, confident and inspires confidence in employees, Board and stakeholders
- Exceptional strategic thinker.
- Honest, reliable and not only understands HR matters and the law, but brings those qualities to the organization and creates that culture in senior management.
- Respectful of the Board and actively develops a relationship that works well for all and adds value to the organization.
- Will seek to build excellent relationships with customers and stakeholders.
- Outstanding communication across a range of audiences.
- Timeliness, accountability and proper reporting.
- Has an experience set and the desire to build Optiscan to become the leader in its field and increase shareholder value significantly.