

Business Leader

Imagine coming to work in the morning to see children of all ages playing together on the playground. You have checked your schedule for that morning, and your 9 am appointment is to review the financial results with the finance manager and the principal. Later that morning, together with the facilities officer, you take a walk around the premises to go over the maintenance plan for next year as well as the long-term planning. You grab your lunch in the staff room, where teachers and other staff members chat about their weekends. After lunch, you meet with your leadership team colleagues to check the formation plan for the coming school year and work on new ideas to generate leads for the school.

Are you an entrepreneurial and dedicated person who fits well in a place where you can work in a diverse and hands-on school environment? Can you lead a team of professionals, develop and maintain processes and procedures, identify opportunities for growth and cost-saving, and capitalise on these opportunities? Then we would like to hear from you!

The role

You are a part of the leadership team, reporting to the Principal, and together you are responsible for the further development and execution of the school's business strategy to establish sustainable growth and financial health.

With a focus on the execution of the business strategy, you lead our business functions and ensure commercial targets are achieved. You will oversee the business development, financial, marketing and operational aspects and make sure that your team members are empowered and perform at their utmost best. Together, you optimise and align core cross-functional business processes and tackle challenges that arise along the way. You make sure our school is compliant with all relevant laws, regulations and policies.

We are looking for someone hands-on, who has strong analytical skills and knows how to create and implement widely supported business strategies in a not-for-profit environment. It is of utmost importance that you have knowledge of financial and operational management principles and practices. We require you to understand relevant IT systems and software best used for the implementation and execution of the strategy.

Your responsibilities

- Further development and execution of the business strategy
- Achieve the commercial targets
- Establishing a business mindset within our school context
- Identifying opportunities for revenue growth and cost savings
- Delivering accurate financial records to support the (long-term) budgeting process
- Bringing data and insights management to the strategic planning and execution processes
- Developing long-term strategies for the business functions (e.g. Facilities, HR, Finance, Admin, IT, Health, MarCom: a total of 13 colleagues), including negotiations with contractors.
- Implementing new back-office IT/CRM systems

You have

- A Bachelor's degree in business administration, finance or a related field.
- At least 5 years of experience in a leadership role in Finance, Operations, Commercial or Administration.
- Affinity for education and working in a school environment
- Excellent communication and interpersonal skills with the ability to effectively collaborate with school leaders, staff, and board members
- Strong internal and external stakeholder management
- Excellent English communication and writing skills. Being able to communicate in Dutch is a plus

This is us

Holland International School (formerly Hollandse School Limited) is a school providing excellent primary school education in the Dutch and English language. With attention to individual learning needs in a safe and tight-knit community, each child soon feels at home. With more than a century of educational experience in Singapore, Holland International School creates a rich learning environment, where students are empowered to achieve their best.

At Holland International School we offer two learning streams with an international focus and based on one Dutch-rooted approach to education. Within the English Stream, the language of instruction is English for both the English National Curriculum and the International Primary Curriculum (IPC). The Dutch Stream offers a mirrored learning

experience, with the Dutch National Curriculum and IPC delivered in Dutch. As part of the daily curriculum, children also have access to either Dutch or English language lessons.

Our school's culture and education approach distinguishes us from other International Schools in Singapore. Our students learn in an inquiry-based yet structured way. They are given ownership of their learning, allowing them to set their own goals and pursue areas of personal interest. At the same time, they are encouraged to be social learners who are global-minded. Teachers tailor lessons to the different learning needs and talents of their students, to empower each student to achieve their best.

We will offer you the following:

A local contract from the date of employment with an initial end date of 30 June 2026 (potential for renewal). The benefits package includes a competitive salary (the salary for this position ranges from SGD 8,000 to SGD 9,000 per month), monthly transport allowance and 25 holidays based on a 40-hour workweek. We also offer a health insurance package as well as a bonus payment. The expected starting date would be as soon as possible.

Application process

Candidates who believe they meet the requirements may send their application. Please send us your motivation letter together with your resume as well as details of two references to recruitment: recruitment@hollandinternationalschool.sg. Shortlisted candidates will be invited for an interview at our school or online.