

10th June, 2022



Introduction

KHPT is a not-for-profit charitable entity that spearheads focused initiatives to improve the health and wellbeing of communities in India. In 2003, KHPT was founded with a mission to enhance the health and wellbeing of vulnerable communities and our journey started with the focus on reducing the prevalence of HIV in Karnataka, specifically among most at-risk populations. These interventions were evidence-driven, systematically planned, rigorously implemented, and monitored. We succeeded in scaling impact well beyond Karnataka and KHPT became a learning site for innovative approaches. We work primarily in the fields of Maternal, Neonatal & Child Health (MNCH), Tuberculosis (TB), Adolescent Health (AH), and Comprehensive Primary Health Care (CPHC).

Karnataka Health Promotion Trust (KHPT) is working with GAIN on scaling up edible oil, Milk and Wheat flour fortification in eighteen states of India. With technical and financial support from GAIN, KHPT will operate a Technical Assistance Unit (TAU) to support these state governments. Further, work closely with industry stakeholders, in these states, to promote and strengthen fortification of edible oil, milk and wheat flour as per FSSAI standards and in alignment with the national agenda for fortification of staples. The proposed project is aimed at reducing Micronutrient deficiencies at a population wide scale in the select states of India.

KHPT is seeking an application for the following position.

Chief Operating Officer (COO)

Positions: 1

Location: Bengaluru

Qualification, Skills & Competencies

Skills & Expertise

Must have

1. Strong management background with proven experience as Chief Operating Officer or relevant role, especially in organizations with complex operations and large budgets
2. Outstanding organizational and leadership abilities to be able to build teams, groom senior-level talent
3. Sound knowledge of data analysis and performance/operation metrics
4. Understanding of business functions such as Talent, Finance, Digital Technology, M & E etc.

Good to have

1. Knowledge about the social sector, particularly the public health sector

Qualification and Experience

1. Post-graduate degree in business, finance, social science or a related field required
2. MBA strongly preferred

10th June, 2022

3. 15+ years' experience in management
4. Advanced organizational leadership skills
5. In depth understanding of the sector including risk management, compliance and regulatory requirements
6. Excellent written, oral and strong communication skills
7. Budget-focused mindset

Roles and Responsibilities

Overall responsibility

The key role COO would be playing is to enable operational excellence and set up/oversee best in class execution systems for KHPT. Given KHPT's core expertise of community understanding, research & evidence-based programming, the COO would need to bring in the requisite management strengths/experience to complement the existing expertise of the organization.

Primary responsibilities:

1. Lead operational excellence and implementation:
 - Act as a strategic partner to the CEO and promote consolidation as well as operational rigour
 - Financial management overview – Ensure robust financial management and utilization measures for all the themes in close association with the thematic leads
2. Partnership & Stakeholder Management:
 - Develop & maintain partnerships with key funders and stakeholders from within the sector and beyond (the COO must help bring the much-needed non-government partnerships that would benefit KHPT)
3. Set organizational/ team goals and develop performance evaluation metrics:
 - Driving actions through thematic and CEO dashboards: – This should be a key aspect that the COO should drive, institutionalize dashboard-driven decision-making within the org (while the RDO lead will be responsible, the COO will be the one who is accountable)
4. Leadership Development:
 - Strengthening management expertise within the core team of KHPT – Build their capacities to start functioning as P&L heads for their respective themes

Reporting

The COO will be reporting to the CEO, KHPT

Remuneration

The remuneration for the above positions will be fixed in line with internal policies and market standards which will be set based on qualification, relevant experience, budget availability and interview performance.

KHPT provides a safe working environment for all its employees, follows the principle of equal opportunity and encourages women applicants to apply. Also, individuals who are physically challenged with the required skills /knowledge and who are willing to travel are also encouraged to apply.

We will be following a systematic selection process to fill this position based on experience, competency, suitability, aptitude to work with our health programmes and in-depth knowledge of thematic areas we work. Only shortlisted candidates will be invited for an interview.

10th June, 2022



The above position demands excellent communication, interpersonal and computer skills and involves travel. Preference will be given to candidates with work experience in the relevant field and local candidates with the required expertise and skill sets.

How to apply

Interested candidates are requested to apply using the prescribed **KHPT Application Format** with a covering letter and email it to jobs@khpt.org. Candidates can download the format by clicking on '[Application Format](#)' or visit [our website](#) to download the format.

The application should reach on or before 27th June, 2022

Please note that completed applications in the prescribed format will help us in shortlisting effectively.