

06th January, 2020



Karnataka Health Promotion Trust (KHPT) as a sub-recipient of Foundation for Innovative New Diagnostics (FIND) is implementing “Joint Effort for Eliminating TB (JEET)” Project in Karnataka State.

KHPT invites applications for the following position from committed professionals the project JEET.

1. Project Director: Position: 1, Bangalore, Karnataka

Qualification and experience

- MBBS with MD in any discipline working with Govt / INGO/ NGO & working in TB Programmes for at least 8-10 or more.
- Must have excellent negotiation, communication, facilitation and interpersonal skills in order to be able to manage relationships with diverse programme partners.
- Communication with Donor Agency is a core competency.
- Communication skills and experience of working with Private Practitioners and other Government departments
- Broad and comprehensive understanding on health and development sector and issues that beset marginalized communities.
- A comprehensive understanding of the multiple functions required to successfully plan, implement and resource a project.
- A highly developed conceptual thinker, who is able to integrate complex and varied systems, methodologies, theories and practice of problem solving,
- Experience in handling state-wide projects, including development of strategies.
- Good interpersonal skills, tact, maturity, flexibility and an empathic approach.
- Position involves travel. Knowledge of local language will be an asset.

Roles and Responsibilities:

- Lead the project team in implementation of the project activities as per the guidelines and action plan
- Develop field level strategies and processes in alignment with overall project objectives and guidelines including preparation of work plan, budget forecast and management of budget allocation
- Coordinate and facilitate financial and data audits conducted by the PR and LFA

- Establish linkages and strengthen networking and liaison with government health departments, private health care providers and other stakeholders to foster support for effective implementation of the project deliverables.
- Meet, discuss and update the State and District TB Officials about project activities on a regular basis
- Ensure functional coordination involving MIS and Finance team while planning, and execution and reporting
- Ensure effective finance and Human Resource management as per the planned activities
- Manage project deliverables within stipulated deadlines and monitor engagement activities with private and public sector
- Monitor and periodically assess the project performance and staff performance against the key performance areas
- Submit reports and participate in national/state level reviews periodically as per project requirement
- Ensure submission of periodical reports (programmatic and financial) as per organization requirements and donor specifications
- Review and handholding support to Assistant Programme Manager and Operation Leads through regular reviews and field visits along with the team
- Conduct joint visits with SPMU to hub/spoke facilities that are independently notifying with poor quality data or not notifying
- Provide supervisory support to OLs for proper planning, implementation and follow up for CME events
- Coordinate and support State/ District officials, field Officer at PPSA (Patient Provider Service Agency), SPMU (State Program Management Unit) in addressing service delivery issues
- Ensure confidentiality and security of the program data and information.

Reporting: Project Director will report to Managing Trustee – KHPT, Bangalore

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

We will be following a systematic selection process to fill these positions based on experience, competency, suitability, aptitude to work with our TB programmes and in-depth project knowledge. Only short listed candidates will be invited for interview.

Above position(s) demand excellent communication interpersonal /computer skills and involves travel. Preferences will be given to candidates who have work experience in TB related programmes in Government / INGOs /NGOs and local candidates with required experience and skill sets.

How to apply:

Interested candidates please apply using the prescribed **KHPT Application Format** and email it to jobs@khpt.org. Candidates can download the format by clicking on '[Application Format](#)' or visit www.khpt.org to download the format.

The application should reach on or before **20th January, 2020**.

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