

04th January, 2018



The KHPT is implementing a United States Agency for International Development (USAID) supported project ‘HIV/AIDS Orphan and Vulnerable Children (OVC) Social Protection’ in the states of Maharashtra and Andhra Pradesh. The project aims to increase uptake of health, educational, social protection and welfare interventions for OVCs.

KHPT invites applications from committed, compassionate and competent persons for the following positions for the above mentioned OVC Project which is funded by USAID.

1. Deputy Project Director : Position: 1 – New Delhi

Roles and Responsibilities :

- Coordinate with Project Director to liaising with NACO and other Government of India departments to ensure the institutionalization of policy changes and enhance access to Government schemes for all beneficiaries.
- Coordinate on developing project reports with Communications Manager and finalize other USAID reports.
- Coordinate with Project Director for develop needs based requests on program from USAID/NACO/NETSU, weekly updates and any other reporting requirement of funder as well as Government of India and state governments.
- Manages Delhi based OVC project personnel and support administrative and financial functions.
- Work with Project Director to liaison with Delhi based sub partners in the project.
- Conduct field visits to Project areas to understand field level implementation, successes and challenges.
- Work closely with PD to sensitize National Program on successful innovation in the project and advocate for its integration.

- Work closely in coordination with KHPT staff working in the area of Corporate Social Responsibility to interface with New Delhi based companies.

Qualifications, skills and competencies:

- Masters in Social Sciences /M.sc in Health & Science or Master's degree in a relevant medical field, public health, health systems management and/or equivalent discipline.
- Minimum 15 years of total experience with at least 7 years in a leadership role.
- Experience, or at least strong capability, in developing and executing strategies and plans for implementation of programs.
- Good leadership, Listening & managerial skills with abilities to work government departments.
- Excellent Communication in English
- Willingness to travel

Reporting: The Deputy Project Director will report to the Project Director, OVC Project, KHPT, Bangalore or person designated by him.

Salary: The salary for the position is as per market rate and negotiable which will be fixed based on qualification, relevant experience, and interview performance etc.

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.

Above position(s) involves travel and preferences will be given to candidates who have work experience with /Govt / Development sectors working in HIV /AIDS and OVC projects. Also Candidates for this project should be sensitive towards child protection and have experience of working with children.

We will be following a systematic selection process to fill this position based on experience, competency, suitability, aptitude to work and in-depth project knowledge.

The criteria for selection will be relaxed for members from PLHIV or key population group who have the relevant experience and calibre. Final decision lies with the interview panel and the selection committee.

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.

Also, candidates can apply using the '**Online KHPT Application**' Format by clicking on <http://www.khpt.org/get-involved/join-us/> or visit KHPT Vacancy page at www.khpt.org.

The application should reach on or before **21st Jan, 2018**.

Please note that completed applications in the prescribed format will help us in short listing and only shortlisted candidates will be called for the interview.