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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).

We are looking to hire a Project Director to lead KHPT's Joint Effort for Elimination of Tuberculosis (JEET) project implementation at the state level.

Project Director

Position: 1

Qualification, Skills & Competencies:

- Bachelors in Medicine (MBBS) or Post Graduate with MPH/MBA with background in life sciences/MSW/M.A. Sociology and minimum 5 years work experience (For MBBS) or 10 years (For Non MBBS) in the field of public health and project implementation and experience in managing field teams
- MS Office Skills
- Knowledge of development principles, development sector landscape and technical sector updates
- She/ he should have had at least 5 years of experience in development sector, handling a project
- Building successful collaborative relationships with internal and external stakeholders
- Cross –cultural experience for Health –added advantage
- Experience of working with National TB/ HIV program in a managerial capacity will be an advantage

Roles and Responsibilities:

- Lead the project implementation at the state level
- Function as head of operations team to implement the project and directly supervise district level staff which includes management, administrative and field staff
- Engage with key stakeholders who include the PR, State/District TB Officials and WHO Consultants
- Represent SR in any key district/City level TB meetings/Trainings
- Coordinate with District level staff and ensure monitoring of activities
- Provide technical and tactical support to the team to improve quality of implementation
- Undertake regular programmatic reviews and support team in course corrections
- Support the M&E Officer and Finance Officer to ensure compliance to laid down systems and processes
- Support State Program Officer in coordinating with State level officers
- Backstopping support to District Leads in engaging DTOs and other officials

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- Develop of strategy for program implementation and operational support for JEET
- Provide hand-holding and carry out team building activities
- Carry out monitoring visits to validate randomly reported data from the field
- Preparation of work plan, budget forecast and management of budget allocation as per the project activities and guidelines
- Ensure submission of periodical reports (programmatic and financial) as per organization requirements and donor specifications.
- Ensure confidentiality and security of the program data and information.
- Function as local administrative head for the project and be the authorized signatory/approver at project level
- Report to PR/SR head office on the progress against the targets as per agreed timelines
- Submit reports and participate in national/state level reviews periodically as required
- Represent organization in external engagements

Note: Any additional responsibilities assigned by the Thematic Lead as per the thematic /organization's requirement.

Reporting: The Project Lead will report to Thematic Lead – TB, KHPT

Salary: The salary for the above position is as per market standards and negotiable which will be fixed based on qualification, relevant experience, 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, 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 this position based on experience, competency, suitability, aptitude to work with our health programmes and in-depth knowledge of thematic areas we work, especially in TB. Only shortlisted candidates will be invited for an interview.

Above position demand excellent communication interpersonal /computer skills and involves travel. Preferences will be given to candidates who have work experience in the relevant field and local candidates with required experience and skillsets.

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 30 June 2021.

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