

Applicants are required to appear for **Walk-In Interview** on **03rd January 2025** between **10am to 5pm** at **KCC - AMTZ Campus (OR)** Apply over email hr@kiht.in for **Virtual Interview** on/ before **26th December 2024**. Kindly attach your CV with educational certificates, pay-slips of recent three months, experience certificates and other documents. Shortlisted Applicants will be intimated over mail on 30th December 2024 with interview dates **(06.01.2025 to 09.01.2025)** along with the virtual link. This position is opened for **Non-Indians**.

Manager - Operations

Terms of Reference:

1. Strategic Leadership:

- Collaborate with executive leadership on the Medical Device domain to develop, refine, and implement the organization's strategic plans and operational objectives.

2. Operational Management:

- Provide comprehensive oversight of daily operational activities , ensuring alignment with organizational goals and objectives.

3. Team Leadership:

- Build, lead, and inspire a high-performing operations team. Provide guidance, coaching, and mentor ship to foster professional growth and development.

4. Process Improvement:

- Identify opportunities for process optimization and efficiency gains. Implement changes to enhance operational effectiveness and reduce costs.

5. Financial Management:

- Develop and manage budgets related to operations. Monitor financial performance, identify areas for cost control, and ensure efficient resource allocation.

6. Cross-Functional Collaboration:

- Work closely with departments such as finance, human resources, marketing, and sales to ensure seamless collaboration and alignment of operational activities with organizational objectives.

7. Quality Assurance:

- Oversee quality assurance processes to maintain high standards for medical devices and services. Implement measures to continually improve quality and customer satisfaction.

8. Supply Chain Management:

- Manage the end-to-end supply chain, including procurement, logistics, and inventory management, to ensure the timely and cost-effective delivery of clinical engineering services.

9. Vendor and Contract Management:

- Negotiate contracts with vendors and suppliers. Monitor and manage vendor relationships to ensure high-quality service and cost-effectiveness.

10. Technology Integration:

- Identify and implement technology solutions to enhance operational efficiency, streamline processes, and support business growth.

11. Performance Metrics:

- Establish and monitor key performance indicators (KPIs) and metrics to measure operational success. Regularly analyse data to inform decision-making.

12. Emergency Preparedness:

- Develop and implement emergency response plans to ensure service continuity in the face of unforeseen events or crises.

13. Continuous Improvement Culture:

- Foster a culture of continuous improvement within the operations team and the organization, encouraging innovation and excellence.

14. Project Resource Allocation:

- Collaborate with local and international authorities to allocate resources effectively, balancing workload and ensuring the successful completion of projects within specified timelines.

15. Strategic Procurement:

- Develop and implement comprehensive procurement strategies aligned with organizational goals, ensuring cost-effectiveness and reliability of supply sources.

16. Distribution Logistics:

- Collaborate with logistics and distribution teams to optimize the flow of medical device supplies, ensuring timely and accurate delivery to various departments or locations.

Eligibility:

- Bachelor's degree in Business Administration, Operations Management, or related field. Master's degree is a plus.
- Proven experience in a senior leadership role with a focus on operations management relevant to Medical Devices.
- Strong strategic thinking, decision-making, and problem-solving skills.
- Excellent communication and interpersonal skills.
- Demonstrated ability to lead and inspire a diverse team.
- In-depth knowledge of industry best practices and trends.
- Proficiency in Clinical Engineering Management using technology and systems to drive operational efficiency.

If you are a strategic thinker with a passion for optimizing resource allocation, driving efficiency, ensuring quality and workforce planning, we invite you to apply for the position of Manager-Operations. Join us in driving operational excellence and ensuring the efficient use of resources to achieve our organizational objectives.