

Job Description

POSITION DETAILS			
Functional Designation	Lead Operations - Projects	Department	Operations
Sub Department	Change Management	HR Grade	General Manager
Location	Corporate Office	Reporting Manager	
Job Purpose			
<p>The General Manager - Lead Operations - Projects is a senior executive role responsible for providing strategic direction, leadership, and oversight of operational projects within the NBFC. This role encompasses managing various projects, ensuring their alignment with organizational goals, and driving project execution excellence.</p>			
Principal Accountabilities			
<ol style="list-style-type: none">1. Operational Project Leadership:<ul style="list-style-type: none">- Provide strategic leadership and direction for all operational projects within the NBFC.- Oversee multiple projects, ensuring they are aligned with the organization's objectives.2. Project Planning and Execution:<ul style="list-style-type: none">- Develop comprehensive project plans, including scope, timelines, resource allocation, and budgeting.- Ensure effective execution, monitoring, and reporting on project progress.3. Resource Management:<ul style="list-style-type: none">- Manage project teams, allocating resources, and supervising project managers and staff.- Ensure efficient use of resources and adherence to project budgets.4. Performance Monitoring:<ul style="list-style-type: none">- Set and monitor performance targets for each project, ensuring that project goals are met.- Implement strategies to enhance project performance and efficiency.5. Risk Management:<ul style="list-style-type: none">- Identify potential project risks and develop mitigation strategies.- Monitor and manage project risks throughout their lifecycle.6. Stakeholder Communication:<ul style="list-style-type: none">- Establish and maintain effective communication channels with project stakeholders, including senior management, team members, and external partners.7. Quality Assurance:<ul style="list-style-type: none">- Ensure that projects adhere to quality standards and meet regulatory requirements.- Implement quality control processes and practices.8. Reporting and Documentation:<ul style="list-style-type: none">- Prepare and present regular reports on project performance, challenges, and recommendations to senior management and stakeholders.- Maintain comprehensive project documentation.9. Process Improvement:<ul style="list-style-type: none">- Identify opportunities for process optimization and efficiency improvement within project operations			

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Desired Profile

- Bachelor's degree in business, project management, finance, or a related field (Master's degree preferred).
- Extensive experience in senior leadership roles involving project management within the financial services industry, particularly in NBFCs.
- Strong knowledge of NBFC regulations and compliance.
- Exceptional leadership and team management skills.
- Strong strategic thinking, decision-making, and analytical abilities.
- Excellent communication and interpersonal skills.