

POSITION	REQUIRED BASIC & ADDITIONAL QUALIFICATIONS	EXPERIENCE	KEY RESPONSIBILITIES
<p>Programme Head/Programme Manager (IDP)</p>	<ul style="list-style-type: none"> A Bachelor's Degree or equivalent qualifications related to the field from a recognized university/institution 	<ul style="list-style-type: none"> Minimum 10 years of relevant experience out of which minimum 02 years served as a senior project manager or above category Experience in relation to business development/social innovation 	<p>Programme Management</p> <ul style="list-style-type: none"> Conceptualize different projects, identify sub projects and assign resources, staffing for each project Efficiently and effectively managing the implementation of programmes within a timeframe and budgets, and ensure that desired outcomes are achieved Directing and supervising implementation partners, to ensure effective delivery of projects and ensure compliance to government procedures, statutory regulations and guidelines and quality aspects. Supervise sign off and acceptance between ICTA, the relevant stakeholders and the implementation partner(s). Responsible for the delivery of the project budgets To ensure that Project Managers have fully fledged out implementation plan covering all aspects. <p>Consultancy Services</p> <ul style="list-style-type: none"> Act as an advisor/consultant to the tech eco system by way of providing necessary technical know-how, expertise and guidance Collaborate with different entrepreneurs and Industry experts Act as the eco system development specialist to share the relevant expertise

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<p>Programme Head/Programme Manager (IDP)</p>			<p>Stakeholder Management</p> <ul style="list-style-type: none"> • Work closely with the stakeholders including Government organizations, private sectors, vendors (entire eco system) to provide an effective service up to the expectations • effectively communicate the vision, scope and benefits of the project to all stakeholders (Government Officials, Citizens etc.) <p>Compliance</p> <ul style="list-style-type: none"> • Ensure project teams meet all reporting requirements (including activity reports), as necessitated by ICTA, Government of Sri Lanka and other relevant authorities. • Monitor progress towards achieving results/outcomes on an ongoing basis and escalate any issues to the Project Directors. • Adhere to ICTA, GoSL, policies, procedures and guidelines • Promote transparency, efficiency, responsiveness to all internal and external parties <p>Business Team Management</p> <ul style="list-style-type: none"> • Leading project teams to ensure that overall programme outcomes are achieved • Ensure required resources are in place for the smooth operation of project activities • Adhere to any other instructions of Senior Management and carry out any other duties and responsibilities assigned by the Management