



## KARMAYOGI BHARAT

[A Government Company registered u/s. 8 of the Companies Act, 2013 under administrative control of Department of Personnel & Training, Govt of India]  
{CIN - U80301DL2022NPL393046}

Parsvnath Capital Tower 7th Floor, Bhai Vir Singh Marg, Sector 4,  
Gole Market, New Delhi- 110001

### ADVERTISEMENT FOR THE POST OF CHIEF PRODUCT OFFICER ON REGULAR BASIS IN KARMAYOGI BHARAT, NEW DELHI

Karmayogi Bharat is a Special Purpose Vehicle (SPV) set-up under Section 8 of the Companies Act, 2013 by Department of Personnel and Training as a 100% Government owned Company under National Programme for Civil Services Capacity Building (NPCSCB) — Mission Karmayogi. iGOT Karmayogi is a platform for anytime, anywhere, any-device learning of civil service officials to enhance their overall competency. Karmayogi Bharat (SPV) has been incorporated under Section 8 of the Companies Act, 2013 as a 100% Government owned not for profit Company. The organization is responsible for operating the iGOT Karmayogi platform and any other digital assets pertaining to the Programme. Further details can be found at <https://karmayogibharat.gov.in/>.

Envisioned as one of the largest capacity building initiatives in Government organizations anywhere in the world, Mission Karmayogi will initially cover about 33 lakh government officials at the Centre and will eventually aim to transform approximately 2 crore government officials across the Centre, the States and the local bodies.

- It will enable officials to pursue anytime-anyplace-any-device learning at their own convenience, using self-directed or guided learning paths, enabling continuous learning for all.
- It will provide officials with access to instant guidance at the point of need, through job specific learning resources and collaboration with officials who “have done it before”.
- It will empower an official with tools to take charge of one’s own professional journey, making officials accountable for their own career trajectory.

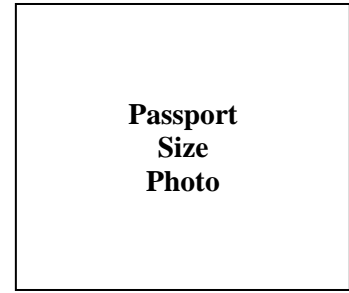
SPV Karmayogi Bharat invites applications for recruitment on regular basis to the following positions:

Sl. No.	Position	Number of Post	Level of Pay
1.	Chief Product Officer	One (1)	E8

Organization is looking for dynamic candidates. The maximum age limit for the appointment on regular basis shall be as per the DPE Guidelines. For further details, please visit Karmayogi Bharat’s website <https://karmayogibharat.gov.in>. Eligible applicants can apply by submitting their applications in given format to our email [careers.karmayogi@gov.in](mailto:careers.karmayogi@gov.in), including CV, Educational certificates, experience certificates, NOC from present employer, Aadhar card and any other supporting documents by 24<sup>th</sup> January 2024. Incomplete and date bar applications will not be considered. Only short-listed candidates will be invited for the interview/selection process. The job descriptions of the post is attached herewith.

**Application Form**

To  
**The Chief Executive Officer (CEO)**  
**Karmayogi Bharat**  
**2<sup>nd</sup> Floor, NDCC-II Building**  
**Jai Singh Road, Opposite Jantar Mantar**  
**New Delhi – 110 001**



Subject – Regarding appointment of \_\_\_\_\_ Post

**Reference** – Dated \_\_\_\_\_ advertisement in this website of \_\_\_\_\_

Respected Sir/Ma'am,

As per the contextual advertisement, I declare that I hold the necessary academic qualifications for the Post of \_\_\_\_\_ and I submit the details as follows:

1. Full Name: \_\_\_\_\_
2. Full Address (pin code): \_\_\_\_\_  
\_\_\_\_\_
3. Mobile No. \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_ (DD/MM/YY)
5. Gender: Male / Female
6. Category (SC/ST/General/OBC/any other): \_\_\_\_\_
7. E-mail Address: \_\_\_\_\_

8. Details of the Educational Qualification held by the Applicant

S.No.	Educational Qualification	Passing Year	Marks	Percentage

9. Employment History in chronological order  
(Attach separate sheet in following format, if necessary)

Name and Address of employer/Organization	Period of service	Designation of the Post held	Remuneration	Detailed description of work	Reason of leaving each post
	From To				

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10. Professional Trainings/Certifications

Organization	Details Training/Certification	of		Period	
		From	To		

**Declaration:** I hereby solemnly declare that all the above-mentioned statements are true and correct to the best of my knowledge and belief. Nothing is false or has been concealed/ distorted. If at any time I am found to have concealed / distorted any material/ information, my appointment shall be liable to termination without notice.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Name of the Applicant: \_\_\_\_\_

JOB PROFILE- Chief Product Officer (Product, Procurement & Contract)			
DESIGNATION	Chief Product Officer (Product, Procurement & Contract)		
JOB LOCATION	NEW DELHI	LEVEL	E8
DIVISION / DEPARTMENT	iGOT Karmayogi SPV	REPORTS TO	CEO
JOB SPECIFICATION			
JOB PURPOSE	Oversee the overall product roadmap feature development on the iGOT Karmayogi platform. Help develop a vision and roadmap for the iGOT Karmayogi platform based on inputs from various stakeholders, market research, and data insight. Develop an environment of trust and transparency within the Organization and external vendors.		
ROLE AND RESPONSIBILITY	<ul style="list-style-type: none"> <li>• Develop and articulate a clear product vision and strategy in alignment with the company's overall goals.</li> <li>• Coordination with different business teams and determine functional and non-functional requirements.</li> <li>• Design and define product strategy and roadmap.</li> <li>• Manage the product throughout its lifecycle from concept to end-of-life.</li> <li>• Write the product investment proposals and gain internal approval.</li> <li>• Provide support in different procurements and bid process management.</li> <li>• Support in running product trials and MVPs, help in developing and delivering launch plans.</li> <li>• Plan and support in developing and delivering training to key stakeholders for uptake and effective usage of the product.</li> <li>• Approve the final product before launch.</li> <li>• Develops, implements, and manages contracts and service level agreements for the procurement of goods, services, and leases.</li> <li>• Evaluation of tender notices and service providers to support the Learning Strategy for iGOT through negotiations utilizing tools and processes</li> <li>• Establishing pricing agreements and contracts for services ensuring maximum value and synergies</li> <li>• Developing and maintaining contracts between iGOT and other service providers while ensuring adherence to legal specifications and organization requirements</li> <li>• Building and fostering mutually beneficial relationships with service providers to ensure delivery of value and long-term commitment</li> <li>• Ensuring strict anti-fraud and risk management metrics and policies by incorporating best industry practices</li> <li>• Serves as the primary contact relating to contract management for all participating agencies</li> </ul>		
JOB QUALIFICATION & REQUIREMENTS			

<p><b>EXPERIENCE REQUIREMENTS</b></p>	<ul style="list-style-type: none"> <li>• Minimum 15 years of experience with at least 3 years in leading Product Development/ Procurement/ Contracts Management or equivalent position</li> <li>• Experience in procurements and contracts especially in Technology or e-learning industry will have an added advantage</li> <li>• Experience of Government sector procurement norms, rules and regulations will have an added advantage.</li> <li>• Knowledge of corporate governance, experience in large procurements/ contractual agreements and general management best practices</li> </ul>
<p><b>EDUCATION REQUIREMENTS</b></p>	<ul style="list-style-type: none"> <li>• Post Graduate in Management or equivalent</li> <li>• Excellent skills to ensure process efficiency and stakeholder management.</li> </ul>
<p><b>REQUIRED SKILLS/ COMPETENCIES</b></p>	<p>High impact communication   Planning and Organizing   Product Strategy  Customer Focus and Orientation   Quality &amp; Risk Management   Negotiation Skills</p>

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