



Aspire. Achieve. Be the Change

The Akanksha Foundation is a non-profit organization with a mission to provide children from low-income communities with a high-quality education, enabling them to maximize their potential and transform their lives. Akanksha works primarily in the field of education, addressing formal education by initiating school reform through its School Project. Currently, Akanksha reaches out to the 6500 children through its 20 schools in Mumbai and Pune.

Position: Senior Manager, Technology

Function/Team: Technology

Location: Mumbai/Pune

Compensation: Based on skill sets, experience and sector standards

Position Summary: As the Senior Manager, Technology, you will develop, lead and implement Akanksha's Technology Strategy. You will be responsible for building and developing the new Technology team at Akanksha. You will analyze the technology needs of all teams within Akanksha, formulate a technology vision, drive implementation and ensure smooth operations and integration of all IT systems within Akanksha's Central Team and at Akanksha schools. You will be responsible for establishing effective IT policies and systems to support the implementation of the IT Vision, and for coordinating the work of Akanksha's IT managers and technicians.

Overview of the Team: The Technology team at Akanksha will be a new team in the organisation and will be responsible for providing strategic direction and determining and implementing systems to meet the technology needs of all teams at Akanksha. The team will have the overall responsibility for managing the deployment, development, monitoring, maintenance, upgrading and support of Akanksha's IT systems, including technology implementations, Information and Communications Technology, hardware and software solutions for all teams at Akanksha.

What your role will entail

- Analyzing and documenting technology needs for all verticals within the Akanksha Central Team and at Akanksha schools
- Developing and executing Akanksha's Technology Vision, Strategy and goals in alignment with needs of individual teams and Akanksha's Vision and Mission
- Preparing RFPs, bid proposals, contracts, scope of work reports, and other documentation for IT projects and associated efforts

- Hardware management at Akanksha schools and at the Central Office which will include managing all Annual Maintenance Contracts.
- Hiring, managing, developing and supporting IT managers and technicians in the organisation
- Building and maintaining partnerships with internal stakeholders and external vendors to enable efficiencies and effective implementation of IT systems
- Overseeing the development and enhancement of systems and integrating new systems with existing ones
- Liaising regularly with team heads and senior management as well as systems users
- Ensuring standard operating procedures, written protocols and guidelines are provided to all end-users
- Ensuring written documentation is created and maintained, to include user and system manuals, licence agreements and all documentation relating to modifications and upgrades
- Keeping up-to-date with recent technologies and best practices and advising team heads on what technological solutions will meet team requirements.
- Creating a budget for each IT project as well as managing the financial aspects of the entire IT function.

What you need for this Position

Experience:

- 5-7 years of relevant IT experience with at least 2 years of experience in a leadership role
- Experience in complete software development life cycle
- Experience in capturing user and software specifications through SRS and RFP documentation
- Prior experience in developing IT Vision and strategy preferred
- Experience in training teams in usage of software and hardware
- Experience in building strong partner relationships

Knowledge/Skills:

- Knowledge of web based technologies, cloud based platforms and ERP
- Knowledge of NetSuite is desirable
- Proficiency in MS Office
- Strategic thinking and planning skills
- Strong project management skills and ability to pay attention to detail
- Commitment to excellence and accuracy, with an ability to make decisions in a fast-paced environment
- Team management skills and ability to co-ordinate with different functional teams

Education:

- MS/MTech/ME/BS/BTech/BE or equivalent.

