

# Job Description

<b>Organization</b>	Asahi India Glass Limited (AIS)
<b>Grade/ Level</b>	Head – IT (Business Solution and IT Operations Management)
<b>Location</b>	Gurgaon (Company Head office)
<b>Job Summary</b>	<p>The position is responsible for</p> <ol style="list-style-type: none"><li>1. strategic development, management and operations of the IT function</li><li>2. collaborates with business leaders to build an IT roadmap in alignment with and support of business unit strategies and goals. Through this partnership, the position will drive business value through technology introductions that improve business performance.</li><li>3. driving business unit IT strategy, project definition, project scoping, IT portfolio planning and prioritization with business leaders, project oversight, IT financial cost center planning and management of IT resources.</li><li>4. plan, deliver and management of Digital initiatives</li><li>5. IT operations, data security, Oracle ERP and custom applications management.</li><li>6. manage and motivate the IT team to deliver on effective and highly regarded service and overall accountable for IT operations and Applications management</li></ol>
<b>Reports</b>	4 Direct and Indirect, team from outsourced agency

## Key Responsibilities

As the IT leader of the IT team the position will be responsible for the IT Strategy, Development and Implementation of the Strategy and Plan in the AIS Business. This will include:

- Identification of areas for fresh productivity and efficiency enhancing initiatives in consultation with CIO and business heads.
- Digital Transformation
- Study and evaluate the current IT systems and Plan for future improvements
- Propose new integrated IT system, investments and resources needed for the AIS Business with a road map
- Achieve high levels of efficiency in making good returns vis-à-vis the investment made
- Analyzing latest IT concepts/trends and update the organization where AIS can derive benefits

- Should have the capability to understand and analyse business problems and their IT solutions
- Ensuring the implementation of projects across the organisation within the desired timelines and project costs.
- Be a champion of change, optimising current IT solutions whilst promoting innovative solutions to operational challenges
- Apply a structured methodology and lead change management activities. Prepare and implement project plans to achieve the desired outcomes.
- Drive software compliance across AIS business
- Create and manage high performance IT team, IT infrastructure and operations across AIS ingredients functions to meet the business IT needs.
- Procure, negotiate, manage and monitor of contracts for IT services provided by third parties ensuring effective service delivery
- Continue strategic approach, innovation and best practices in the use of technology and IT.
- Lead and manage technical team with clear structure and processes for the department
- Ensure security across AIS technical systems and software services.
- Oversee outsourced software development relationships , development and delivery
- Work with all other intra departments within the organisation to get maximum return
- Ability to see potential business areas where IT can enhance competitiveness, effectiveness and efficiency besides creating a differentiator.
- To analyse the Current and Future Information technological needs of the organization.
- To Recognize New Developments in Information Systems and establish current and long-term needs for the organization.
- IT policies formation , implementation and monitoring
- To develop and maintain positive relationships with key partners and stakeholders.
- To ensure effective management of staff and resources promoting team building and collaborative working to deliver the corporate plan
- To provide clear, succinct and cogent reports to required deadlines for the Board, Committees, the Chief Executive, Management Teams and key stakeholders as required.
- Lead and deliver the implementation of a new integrated IT system (ERP) in AIS and group companies.

### **Drive Operational Excellence and Profitability**

- Lead efforts in improving operational productivity to improve efficiency and profitability.
- Grow the top line while preserving and enhancing the profit margins.
- Ensure that resources and staffing are in place to support business growth and to take advantage of market opportunities.
- Assure that quality service is delivered.
- Assist in the development and execution of key account strategies to maximize opportunities.
- Liaise with sales and marketing on sales strategies and oversee major new client transitions from sales through delivery.
- Help build lasting customer relationships through regular contact with key stakeholders.
- Develop a motivated and top performing management team and workforce aligned with the goals of the organization.
- Manage the business by key metrics, focus on productivity gains, operational excellence, and improving top-line and bottom-line

## The Person

### Qualifications & Experience

- 15-20 years' experience with strong ability to conceptualise and deliver technology solutions.
- B-Tech / B E – IT & MBA
- Hands-on experience in implementation of Oracle ERP
- Experience in manufacturing industry would be preferred
- Strong experience in Strategic Planning, Solution Delivery, Application Management, IT Services Management.
- Should have the capability to understand and analyse business problems and their IT solutions
- Create a culture of good Governance through technology

### Personal Characteristics

- As an integral member of the company's management team, the candidate must exemplify the highest standards of honesty, integrity and discretion.
- The candidate must possess superior oral and written communication skills.
- S/he must be an enthusiastic, result oriented individual with excellent analytic and motivational skills.
- The ideal candidate would be mature and a good team player. S/he should possess excellent leadership skills with the ability to effectively manage subordinate executives and managers in various roles and responsibilities.
- Should possess a firm understanding of critical success factors for operating a profitable, growing and highly complex enterprise.
- S/he would be able to bring about progressive change in the work culture by being able to work under stress and achieving targets in tandem with the organization's strategic goals.
- S/he should be tactical and analytical with the ability to track, measure and evaluate the performances across Functions.
- Relationship Orientation – Should have ability able to develop strong and effective relationship with Top Management, Business Functions and Group IT team.
- Proven negotiation skills and strong presentation skills.
- Ability to work in a matrix organization.