



INDIAN INSTITUTE OF INSOLVENCY PROFESSIONALS OF ICAI (IIPI)
 (A Company formed by ICAI under Section 8 of the Companies Act 2013)

The Indian Institute of Insolvency Professionals of ICAI (IIPI), is a subsidiary of the Institute of the Chartered Accountants of India and is registered as a Sec. 8 Company to enroll and regulate Insolvency Professionals as its members in accordance with the Insolvency and Bankruptcy Code 2016.

IIPI is the largest Insolvency Professional Agency and invites [ONLINE](#) application from competent professionals for the position **Chief Operating Officer** on contract basis:

Qualification & Experience	<ul style="list-style-type: none"> • Qualified Insolvency Professional with at least 10 years of post-qualification working experience in Operations, Strategic Planning, Membership, Knowledge SBU, Information Technology, HR & Admin and Advisory, in a leadership position.
Skill Sets required	<ul style="list-style-type: none"> • Excellent organizational and time management skills • Excellent written and oral communication skills, presentation and negotiation skills. • Ability to lead, plan and manage change • Well-structured, change oriented and results focused. • Ability to perform with a high degree of professionalism, integrity and business ethics • Must have exposure in Information Technology/ERP System Designing/Development
Job Profile	<ul style="list-style-type: none"> • Major functions reporting to the position of Chief Operating Officer are Membership, Knowledge SBU, Information Technology, HR & Admin and Advisory. • Further, additional responsibilities may be assigned, as per the requirement of the organization. • Develop, establish, and direct execution of operating policies and procedures to support overall company policies and objectives. • Ensure quality control of all company output as pertains to customer acquisition and delivery of services. • Regularly evaluate operating procedures and create centralized best practices within different sites to ensure uniform performance throughout the company. • He/she must possess good drafting skills as well as proven track record of handling pressing issues. • Implement the strategic goals of the organization through day-to-day management of operations at the financial institution. • Plan and implement the expansion both in terms of new services

	<p>that can be offered as well as geographies of operation.</p> <ul style="list-style-type: none"> • Perform supervisory duties and coordinate with the staff in all related areas of the department. • Participate in and at times, lead strategy, policy formulation, ERP/IT System, procedure and MIS development and training • Ensure that the company achieves agreed financial parameters, while remaining committed to stakeholders' protection and social performance.
Administrative	<ul style="list-style-type: none"> • To oversee all administrative tasks performed in the Department
Age	<ul style="list-style-type: none"> • 35 – 45 Years
Nature of Employment	<ul style="list-style-type: none"> • On Contract basis for a period of three years (May be renewed thereafter at discretion of IIIPI) • The probation period is 6 months from the date of the joining.
Annual CTC	<ul style="list-style-type: none"> • Rs. 24 lakhs approx. (A higher CTC can be considered for a deserving candidate).

Note: All terms and conditions are subject to change by IIIPI and its decision in this regard shall be final. Eligible person may submit their CV's at: ip_recruitment@icai.in

[Download Application Form](#)

Last date for Application: 20-01-2024