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## MANAGER (PROCUREMENT AND REVENUE)

### About CRUT:

Capital Region Urban Transport ("CRUT"), erstwhile known as Bhubaneswar Puri Transport Services(BPTS), is the sole public bus service provider for Bhubaneswar and its surrounding area, Cuttack, Khurda, Jatani and Puri etc.; it started operations in October 2010. CRUT is a Special Purpose Vehicle ("SPV"), registered under Companies Act 2013 with 100% shareholding from Bhubaneswar Development Authority, Cuttack Development Authority, Puri-Konark Development Authority and Bhubaneswar Smart City Limited.

Presently, CRUT is going through a phase of complete transformation where the services of CRUT shall be revamped through transit infrastructure improvement (in terms of new fleets, depots, terminals, bus queue shelters etc.), adoption of Gross Cost operation model and installation of Intelligent Public Transit System (IPTS). At the same time it is also creating proper institutional structure to manage everything on its own. CRUT has envisaged to operate its fleets in modernised form, with the induction of 200 new buses, from October 2018. Later, it will gradually raise up to fleet size of total 360 buses from next year onwards and shall have the possibility of becoming a city bus system with approximately 800 - 1000 buses in next 7-10 years.

### Position:

The Manager (Procurement and Revenue) is responsible to assist General Manager (Persons and Administration) in all procurement related works. Additionally, they will also help CRUT to identify new sources of revenue and manage all the Contracts.

Reporting to the General Manager (Persons and Administration), the ideal candidate should have the professional knowledge and required expertise in procurement and contract management work. Manager (Procurement and Revenue) shall be comfortable in managing a complex and very demanding working environment and be open to public accountability and scrutiny for their work.

Manager (Procurement and Revenue) directly manage Assistant Manager (Procurement), Assistant Manager (Revenue) of CRUT and fellow staffs from PgMC.

### Qualification:

The interested candidate should have Chartered Accountant or Post Graduate degree/ diploma in Business Management or equivalent from a reputed institute with minimum 7 years of experience in procurement and contract management related works. Preference shall be given to those who has experience of working as a procurement expert or finance expert or in similar position in a reputed consulting firm.

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Mgr. Adm.

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**Responsibilities:****Strategic Planning and Leadership:**

- Assist General Manager (Persons and Administration) in making strategic decisions.
- Provide leadership support to junior CRUT staff so that they are able to find inspiration for better work.
- Cultivate a strong and transparent working relationship with General Manager (Persons and Administration).
- Work collaboratively and strategically with other Managers.

**Procurement and Revenue Management:**

- Manage full range transit procurement activities.
- Develop Service Level Agreements for procurement of goods, services or others.
- Coordinate and manage all the Contracts of CRUT.
- Review non-contracted purchases to identify opportunities for standardization, contracting and cost reduction.
- Explore and Identify new opportunities for revenue generation except fare-box revenue for CRUT.

**Communications**

- Participate in discussions, problem solving and priority-setting within CRUT
- Maintain sound working relationships and cooperative arrangements with all the contracted agencies.

**Remuneration:**

Negotiable. An all-inclusive monthly consolidated remuneration shall be paid for this position depending upon the Qualification, skills, experience and the present pay drawn.

**Tenure of Engagement:**

The tenure of appointment shall be on contractual basis for a period of minimum 2 years' subject to extendable to a further period based on satisfactory performance and can be terminated at any time by giving one-month notice without assigning any reason thereof.





