

Organization:	Furniture & Fitting Sector Skill Council (A Registered Society having been incorporated by CII and National Skills Development Corporation)	Location:	Delhi NCR
Position:	Chief Operating Officer (COO)	Date:	6 March 2019

JOB PURPOSE

Indian Furniture Industry and manpower required:

It is estimated that the furniture industry in India accounts for a marginal share in the Gross Domestic Product (GDP), representing about only 0.5 percent. The segment is primarily dominated by the majorly by the unorganized sector (approx. 80-85%) while organized sector constitutes a small portion.

At present furniture market is Rs.45000 crores and growing at the rate of 8-10% CAGR, it will become Rs. 66,000 crore markets in 2022 and expected to reach Rs. 89,000 crores in 2025. India is the largest furniture importer in the world, with a 19 per cent share in the furniture imports worldwide.

As per the Skill Gap Study conducted by FFSC, that there would be an approximate increase of 15 lacs jobs by the end of FY 22 and 26 lacs jobs by end of FY25 in the furniture & fitting industry employment.

Objectives of FFSC:

- a. Conduct study to understand the skill gaps in each trade and setup sub sector groups for the key trades of Furniture & Fittings Industry, on an ongoing basis
- b. Develop catalogue of Furniture & Fittings industry occupations/skills and related occupational standards
- c. Create awareness and attract learners through Brand Promotion of the Furniture & Fittings Industry
- d. Involve employers, learners, other academic and vocational bodies and private players in skill development intervention
- e. Accreditation/Affiliation of training providers (through partners) and Certification of Learners/ Workforce
- f. Facilitate/Conduct Training of Trainers and Training of Assessors for enabling skill centers
- g. Establish/Facilitate in-house Training Centers and Centers of Excellence (CoEs)
- h. Set-up effective Labor Market Information System (LMIS)
- i. Relate the Indian Furniture & Fittings education standards with the international standards for creating widely accepted world class workforce.

ENVIRONMENT / BACKDROP	
<p>The COO is required to work with the key stakeholders and partners from the Furniture & Fitting subsectors, NSDC, Government of India and with group of International experts. The person will have to build and drive an organization from scratch, deliver time bound outcomes as per the business plan while ensuring that the entire process is consultative and includes feedback from the industry.</p>	
OPERATING NETWORK / INTERFACE	
<u>External Interface</u>	<u>Internal Interface</u>
<ol style="list-style-type: none"> 1. All partners within the Furniture & Fitting sector including Industries, Associations, Institutions etc. 2. Interact with NSDC, Central & State Governments, Ministries like MSDE, MSME, etc. 3. Service providers offering skills training in the sector 4. Interface with the un-organized sector players and supply chain to understand the skills requirements 	<ol style="list-style-type: none"> 1. Governing Board of the Council 2. Advisory Board of the Council 3. Committee's and Forums
MINIMUM REQUIREMENTS	
Education & Relevant Experience	<ol style="list-style-type: none"> 1. Post-Graduation (Preferable) in Business Management or any other related application-based field 2. Minimum 10 years of progressive experience in leadership role 3. Proven track record of incubating a business enterprise/business division and successfully transforming into a profitable venture 4. Experience in strategic planning and execution 5. Experience in dealing with diversified range of stakeholders both industry and government heavily based on partnerships 6. Ability to create internal systems and procedures for effective delivery and operations with strong leadership capabilities 7. Understanding of the Furniture & Fitting sector and its sub sectors is must
Competencies	
<u>Technical (Knowledge, Skills, Attitude)</u>	<u>Generic</u>
<p>Technical Knowledge & Skills</p> <ul style="list-style-type: none"> • Leadership • Creating operational procedures • Strategic Planning & Execution • Business Incubation <p>Attitude & Communication Skills</p> <ul style="list-style-type: none"> • People's person, • Go getter with the ability to meet deadlines and 'get things done' • Passionate about working with people and impacting the lives of the people at the bottom of pyramid • Having strong communication skills 	<ul style="list-style-type: none"> • Entrepreneurial: Ability to start from scratch and setting up the organization. • Must have demonstrated multi-tasking abilities and be able to work both independently and with a group. • Ability to drive and motivate the co-workers and teams to successfully meet all project deadlines • Team Player

PRINCIPAL ACCOUNTABILITIES

Provide leadership to position the FFSC at the forefront of the industry. Develop a strategic plan to advance the FFSC's mission and objectives and to promote revenue, profitability and growth as an organization. Oversee FFSC's operations to insure efficiency, quality, service, and cost-effective management of resources.

- Showcase exemplary capabilities in Strategic Management, Corporate Governance, and Creating Standards & Processes, improving efficiency, Increasing Productivity and Fiscal discipline and transfer the same quality downwards through proactive leadership.
- Ensure the implementation and execution of operations approved by Funding Agency and should be capable of delivering the objectives of meeting business plan
- Ensure legal/ statutory compliances, ensure that the organization delivers. In time high quality services and choose lasting organic growth rather than fast crumbling inorganic growth
- Oversee FFSC operations to ensure production efficiency, quality, service, and cost-effective management of resources
- Keep a close watch on compliance with the norms provided by the funding agency while successfully addressing the requirements laid down by the industry.
- Keeping the organization well-resourced in terms of finance, knowledge, partnerships and implementation capabilities.
- Plan and ensure availability of recurrent/exceptional reports all departments. Analyse these regularly-for trends and patterns with guidance/ assistance from departmental head to take leads from them to run and grow the business more efficiently.
- Evaluate performance of executives/staff for compliance with established policies and objectives of the FFSC and contributions in attaining its objectives.
- Motivate/ communicate/enable the departmental heads to work to proactively to handle the sticky situations with the aim to rectify and avoid recurrences.
- Promote the FFSC to local, regional, national, and international constituencies
- Draw up quarterly plans and targets and ensure their delivery.
- Plan develop, and implement strategies for generating resources and guiding business model to attain the self-sustainability of the organization
- Other duties as assigned.

APPLICATION PROCEDURE

All the applications have to be sent through mail to info@ffsc.in and should be received on or before **22nd March 2019**. Kindly note that no application will be accepted post the last date of application.
