

PROFILE FOR DEPUTY CEO'S POSITION

Tollygunge Club Ltd established in 1895, is an iconic institution and one of the most reputed composite clubs in the country. It is rated as one of the top attractions in the city of Kolkata.

The club's membership profile consists of some of the best known citizens of the city and country, who occupy prestigious positions in government, defence services, corporate sector as well as most walks of life. Visitors and short term members, include expatriates and members of the local Diplomatic Corps. Tollygunge Club members are discerning and demanding in their standards of service and facilities management, having being exposed to world class facilities which the club possesses. This includes an 18 hole golf course, equestrian facilities, two swimming pools, tennis and squash courts, billiards, a library, etc. Other facilities include excellent bars and restaurants for the exclusive use of the members and their guests. A significant part of the club is its Rooms Division which offers 66 rooms and cottages, a much sought after short term residence for the city's eminent visitors. The club also hosts a large number of national and international sporting and cultural events.

The club is managed by the Managing Member & CEO who reports to the President and the General Committee.

The Deputy CEO will report to the Managing Member & CEO and will be part of the club's leadership team. The key performance deliverables of the Deputy CEO will be in the areas of General Administration including Facilities Management, Employee Relations, Food & Beverage Services, Management of Club Events and Liaison with local & statutory authorities. The incumbent should preferably be from the Services/Hospitality/Estate Management sector or an experienced HR professional with prior hands-on experience of handling financial & commercial aspects of organizational operations, implementing advanced IT systems for improving process efficiencies and managing strategic stakeholders in the external environment. An active person with an abiding interests in sports & culture would be preferred.

We are looking at individuals in the age group of 50-60 years who would clearly demonstrate differentiating leadership competencies of Strategic Orientation, Team Leadership, Impactful Communication, Change Management, Performance Focus, Service Orientation, Interpersonal and Relationship Management. The incumbent should have been in a leadership role for at least 10 years providing direction to and managing performance of a large team.

The incumbent would be expected to perform duties with diligence and circumspection, always keeping in mind the club's reputation, standards, values and ethos.

With the CEO & Managing Member scheduled to superannuate in the near future, the selected candidate, can move into the office of the CEO & Managing Member if the person is able to demonstrate performance, proficiency and competence to take up the responsibility.

Language proficiency in English and Hindi is a must, with Bengali being an added advantage.

The position offers an excellent compensation package including accommodation and usage of the club facilities.

