

VACANCY NOTICE: State Program Officer – Centralized Kitchen

Publish Date: 26th August, 2025

Project Name: Centre of Excellence -Nutrition; PMU-PM POSHAN

Position Code: IIPHG/REC/2025-26/29

Position Title: Program Officer – Centralized Kitchen

No. of Posts: 01 (One)

Location: IIPH Gandhinagar

Duration of Position: 11 Months

Brief on the Organization:

Indian Institute of Public Health Gandhinagar (IIPHG) is a University established under IIPHG Act, 2015 of Gujarat State. It offers courses in the field of Public Health. It also undertakes various research projects in the field of Public Health. The university is established by Public Health Foundation of India (PHFI) with support from the Government of Gujarat, Department of Health & Family Welfare.

Project Brief

Gujarat State Center of Excellence for Nutrition (CoE-Nutrition) at IIPHG is supporting the state government in planning, implementing, and monitoring health and nutrition programs. CoE-Nutrition will develop a Program Management Unit (PMU) at Education department for Pradhan Mantri-Poshan Shakti Nirman (PM-POSHAN) Scheme, a flagship initiative aimed at improving the nutritional status of children aged 6-14 years in 32,332 schools across Gujarat. The PMU will provide technical assistance, policy development, capacity building, and rigorous monitoring to ensure balanced diets, enhance educational outcomes, promote social equality, and maintain high hygiene and safety standards, contributing to the holistic development of children in Gujarat.

Deliverables:

- Oversee the day-to-day operations of centralized kitchens, ensuring compliance with nutritional standards, hygiene, and safety protocols.
- Implement and monitor quality control procedures to ensure meals meet the required nutritional guidelines and food safety standards.
- Train and supervise kitchen staff on best practices in food preparation, hygiene, and safety, ensuring adherence to operational protocols.
- Collaborate with nutritionists and dietitians to develop and update meal plans that are balanced, nutritious, and culturally appropriate.
- Develop and implement monitoring frameworks to track kitchen performance, meal quality, and adherence to safety standards, and provide regular reports to the PMU.

- Ensure compliance with local and national food safety regulations, and prepare detailed reports on kitchen operations, challenges, and improvements.
- Liaise with schools, suppliers, and other stakeholders to address issues, improve service delivery, and ensure the smooth operation of the centralized kitchens.
- Any other activities as assigned by the PI or supervisor.

Qualification:

- Bachelor of Engineering (B.E.) in Mechanical Engineering with Master of Business Administration (MBA)

Experience:

- At least 5 years of working experience in the field of implementation of Public Health Programs with the Government, either in a Government position or in supporting Government initiatives.

Last Date of Receipt of Applications: 5th September, 2025.

Remarks:

- Interested and eligible candidates are requested to apply online at <https://iiphg.edu.in/work-with-us/>.
- Please highlight the Name of the Post **“State Program Officer –Centralized Kitchen”** & Position Code **(IIPHG-REC-2025-26-29)** in the subject.
- Only shortlisted candidates will be contacted for the interview.
- Mere eligibility will not entitle any candidate being called for interview.
- Candidates applying for more than one post are required to submit separate application for each post.
- Call letters to the shortlisted applicants shall be sent by email. No postal communication shall be made.
- Incomplete applications, shall be summarily rejected and no communication in this regard shall be entertained.
- No TA / DA will be paid to attend the selection process, if called for.
- Persons employed in Government/Semi-Government Organization or Educational Institutions in India must apply through proper channel.
- IIPHG reserves the right to fill or not to fill any or all available positions.
- The requirements of minimum qualification and/or experience may be relaxed in the case of candidates with outstanding credentials.
- No correspondence will be entertained from candidates regarding any delays, conduct & result of interview and reasons for not being called for interview.
- Women are encouraged to apply.