

## INTERNSHIP OPPORTUNITY AT KHPT

KHPT is a not-for-profit organization which spearheads focused initiatives to improve the health and well-being of communities in India. In 2003, KHPT was founded with a mission to enhance the health and wellbeing of vulnerable communities and our journey started with the focus on reducing the prevalence of HIV in Karnataka, specifically among most at-risk populations. These interventions were evidence-driven, systematically planned, rigorously implemented, and monitored. KHPT has succeeded in scaling impact well beyond Karnataka and KHPT became a learning site for innovative approaches. The unique DNA of our programs is a combination of evidence generation, grassroots community connect, and strong government relationships. KHPT has extended its decades-long experience to work in themes such as Tuberculosis (TB), Maternal, Neonatal and Child Health & Nutrition (MNCH+N), Adolescent Health (AH), and Comprehensive Primary Healthcare (CPHC) among a diverse set of communities. Similarly, KHPT has cross-cutting functional teams such as Knowledge Management, Communications, Monitoring, Evaluation, Research and Learning (MERL) and Digital Transformation.

### Internships at KHPT

KHPT invites postgraduates and graduates with management backgrounds, including those with MBAs, MSWs and graduates in human resource, finance, administration management, and other related disciplines, to explore internship opportunities within functional units of KHPT such as HR, Finance, and Administration departments

The internship period ranges from one month to six months depending upon the requirement. The internship is meticulously structured to offer the students a wide-ranging set of task to choose and learn from. specific internship expectations and deliverables are generally developed once students join us. The internship progress is closely monitored and interns are mentored by the KHPT team members working in the functional areas they have chosen. **Please note that internships at KHPT are unpaid and it focuses on more on the learning aspects. All interns will be provided an internship completion certificate upon successful completion of the internship.**

### The Current Internship Opportunity

This internship opportunity pertains to a task majorly focused on supporting the functional (HR, Finance and Admin) in related tasks such as recruitment, documentation, learning and development initiatives, accounting, income tax related, travel, procurement etc.

The primary work location will be in KHPT, IT Park, 5th Floor, 1-4, Rajajinagar Industrial Area, Behind KSSIDC Administrative Office, Rajajinagar, Bangalore – 560044.

The standard workweek is Monday through Friday and normal work hours are 09:00 am to 5:00 pm.

### Procedure of Selection

The interns will be selected through interviews, based on their merits and acquaintance with the subject areas mentioned above.

### How to Apply

Please apply with your updated resume and a cover letter citing your interest and availability (long-term or short-term) by E-mail to: [internship@khpt.org](mailto:internship@khpt.org) The last date to apply is **15<sup>th</sup> Nov 2023**.