

Vacancies

Welcome to the Gavi Career Centre. At Gavi, we strive to attract and retain highly motivated and skilled people who are passionate about who we are, what we do and why we do it. We invite you to apply for current vacancies or register your profile for future opportunities.

[Current Vacancies](#) [Register Profile](#)**JOB DETAILS: CHIEF TECHNOLOGY AND KNOWLEDGE OFFICER**

Full details of the job.

[Apply](#)[Refer Someone You Know](#)**Vacancy No** VN835**Job Title** Chief Technology and Knowledge Officer**Location** Geneva

Purpose of Position The Chief Technology and Knowledge Officer (CTKO) plays a key role across the Alliance in the achievement of Gavi's mission:

- within the Secretariat, fosters a knowledge-sharing culture and ensures efficient use of technology to ensure information is systematically captured and shared to facilitate timely decision-making;
- within the Vaccine Alliance, enables and enhances partners' and stakeholders' engagement;
- with external stakeholders, ensures transparency, access to information and data quality while safeguarding Gavi's digital assets.

Team Knowledge Management & Technology Solutions**Reporting to** Managing Director, Public Engagement and Information Services**Career Step Level** 6**Job Description** **BACKGROUND**

The CTKO is an integral member of Gavi's leadership team. The CTKO reports to the Managing Director, Public Engagement and Information Services and interacts closely with the CEO, Deputy CEO and other members of the Gavi Executive Team. The role is based at the Gavi Secretariat in Geneva, Switzerland.

The CTKO is responsible for developing, enhancing, implementing and overseeing Gavi's technology, knowledge management and cybersecurity strategy aligned to Gavi's mission, risk appetite and resources, and in consultation with Gavi's Senior Management Team. In line with this, the CTKO is responsible for the prioritisation, efficient use and effective delivery of the technology investment portfolio, and is accountable for ensuring technology investments provide value for money and contribute to Gavi's mission.

The CTKO leads the organization-wide knowledge and data management activities, which include the maintenance and implementation of data governance principles, standards, and policies. The CTKO is expected to be an advocate for the generation, maintenance and utilisation of data, while ensuring the appropriate technology tools and platforms are available so that data can be consistently maintained, stored, used and accessed. The CTKO is responsible for embedding standardised rules and controls to manage the development, utilisation, sharing and modification of data, and for implementing systems or actions to ensure data integrity.

The CTKO is responsible for ensuring that appropriate project governance, oversight, and monitoring frameworks, systems and policies relating to technology and knowledge are in place, including comprehensive reporting on progress and deliverables. The CTKO will be required to regularly update the Senior Management Team, Deputy CEO, and CEO on progress, challenges and risks, as well as formally reporting to Gavi's governance forums, as required. The CTKO will be accountable for ensuring relevant risks are proactively identified, escalated and that mitigating actions are agreed and implemented.

The CTKO manages a matrix of personnel with IT, knowledge management, data quality and cybersecurity responsibilities across the organisation. The CTKO has the responsibility to ensure that the team has the right mix of experience and skills, and operates as a high performing team adding value to delivery of results. The CTKO will be part of the Knowledge Management and Technology Solutions Team and will manage 12 direct and indirect reports, as well as external consultants.

The CTKO engages with Gavi stakeholders, including partner organisations, donors, implementing countries, CSOs, vaccine manufacturers, and seeks to create technology solutions of collective use and benefit. Given the strong interface of Gavi with implementing countries, understanding country specific needs and capabilities will be critical to creating pragmatic, practical and user-friendly technology solutions.

KEY FUNCTIONS AND DELIVERABLES

