

<p style="text-align: center;"><b>Govt. of Kerala</b>  <b><u>Local Self Government Department</u></b>  <b>VACANCY ANNOUNCEMENT</b></p>	
<p>Kerala Sustainable Urban Development Project invites applications for recruitment of following professionals in 14 districts.</p>	
Post	Qualifications and Skills Specification
Team Leader(15)	Urban Planner/ Management Expert/ Engineer with 3-5 year experience in project management
Municipal Finance Specialist (16)	Graduate degree in finance with 3-5 yrs. experience
Urban Infrastructure Specialist (15)	Graduate degree in Engineering from recognized university with 3-5 years experience in designing and managing infrastructure projects.
Solid Waste Management Specialist(14)	Graduate degree in Engineering with 3-5 years experience in urban infrastructure projects related to Solid Waste Management.
Social Development Specialist(15)	Masters Degree in Social Science with 3-5 years practical experience of working in the development area.
IT cum Monitoring and Evaluation Specialist(15)	Graduate Degree in Information Technology (IT) with 3-5 years experience in monitoring and evaluating large projects.
Research Associate(1)	Post Graduate qualification in Social Science /Economics/Statistics
<p>Detailed qualification, terms of reference and application form are available in the KSUDP website <a href="http://www.ksudp.org">www.ksudp.org</a> Application, complete in all respects, should be sent by email to (jobsksudp@gmail.com) on or before 28, August 2014. Submit the application in the format as prescribed in the website.</p>	

**1. Team Leader - No. of posts: 15**

**a) Qualifications & Experience**

- Urban Planner/ Management Expert having strong background in project management with 3-5 yrs. in a managerial position
- Senior engineers with at least 3-5 years' experience in a managerial position can also be considered
- Experience in working with large scale urban development projects /programmes
- Experience in urban reforms and capacity building programmes for ULBs

**b) Role and responsibilities :**The Team Leader may support the ULB to:

- Co-ordinate and support the implementation of JnNURM reforms, projects and capacity building activities
- Prepare integrated City Plans and CB plan, business cum financial plan
- Prepare reports (including QPRs and Utilisation Certificates) for State and MoUD on progress of implementation of CB programmes as well as other related programmes
- Coordinate the engagement of service providers and external experts for implementation of CB activities
- Assist in increasing sources of municipal finance of all JNNURM cities and assist in identifying avenues for leveraging funds for infrastructure.
- Any other related activities as decided by the administrative head of the ULB.

**2. Municipal Finance Specialist- No. of posts: 16,**

**a) Qualifications & Experience**

- Graduate degree in finance from recognized university with 3-5 yrs. experience

- Skills to evaluate urban infrastructure investments, and helping city governments to examine and use a range of options for financing projects.
- Experience to advice and train ULB staff in municipal finance, project finance, resource mobilization, public private partnerships etc.

**b) Role and responsibilities :** The Specialist may support the ULB to:

- Prepare Financial Operating Plans for the city
- In partnership with national level financial institutions for providing training and capacity building on finance and related matter to elected representatives and officials of ULBs focusing on resource mobilization
- Prepare specialised training materials/modules, process manuals, procedures, toolkits, guidelines and other related activities for undertaking capacity building programmes on financial management;
- To assess city counterpart funding of JNNURM projects and explore alternative financing.
- Explore alternate long-term municipal finance options available for financing urban infrastructure and leveraging JNNURM funds.
- Review estimates of detailed economic project costs and identify all project economic benefits.
- Conduct economic and financial viability assessments of the projects.
- Conduct an affordability analysis and gather information to prepare a sample financial model for the project ULBs.
- Conduct financial sustainability analyses for revenue-generating subprojects.
- Support in the implementation of accounting and user charges reforms
- Any other related activities as decided by the administrative head of the ULB.

**3. Urban Infrastructure Specialist - No. of posts: 15,**

**a) Qualifications & Experience**

- Graduate engineer from recognized university.
- Have a broad range of experience in urban infrastructure and a strong background in public health engineering, especially water supply and sanitation;
- Have at least 3-5 yrs. experience in designing and managing municipal infrastructure projects, preferably projects funded by aid agencies; and
- Be very familiar with the laws and procedures of the Indian municipal environment.

**b) Role and responsibilities :** The Specialist may support the ULB to:

- Asses the status of infrastructure development in the city on a regular basis and provide independent feedback to the Municipal Commissioner
- Ensure adequate provision for operation and maintenance, value for money urban infrastructure creation, and overall sustainability.

- iii. Provide knowledge support—including presentation of regional best practices— relating to project management, monitoring quality of construction, good procurement practices, PPPs, use of information systems, among others
- iv. Provide technical support to ULB to prepare city development plan and economically viable DPRs on projects
- v. Any other related activities as decided by the administrative head of the ULB.

**4. Solid Waste Management Specialist - No. of posts: 14,**

**a) Qualifications & Experience**

- Engineering degree with broad range of experience in municipal waste management.
- Ability to assist ULBs to set standards and procedures for ensuring quality and monitoring compliance on SWM.
- Familiarity with legislative framework of Indian municipal environment.
- Prior experience as municipal engineer will be an added advantage
- Should have at least 3-5 yrs. experience in urban infrastructure related to solid waste management
- Experience of work on multilateral supported projects, and at ULB level would be preferred.

**b) Role and responsibilities :**The Specialist may support the ULB to:

- i. Review and verify designs and needs analyses of the proposed and ongoing solid waste management projects.
- ii. Set monitoring systems for solid waste management project including information on the composition and volume of waste generated from domestic and commercial sources as required for the preparation of a solid waste management plan.
- iii. Provide support on collection and transportation program, including vehicle routing, based on detailed and updated city maps; confirm equipment requirements; and preparation and specifications for tenders.
- iv. Provide support to cities in carrying out sample survey to assess options for waste reduction and recycling and the demand and market for composting.
- v. Provide support to cities ascertain the preferred options for collection and willingness to pay for improved waste collection by households and businesses and determine the potential for private sector participation in waste collection, recycling, transportation, and disposal.
- vi. Provide support to cities regarding changes in the institutional arrangements for improving collection, transportation, and disposal of solid wastes.
- vii. Provide support to cities for preparing comprehensive solid waste management plan for the sample ULBs
- viii. Any other related activities as decided by the administrative head of the ULB.

**5. Social Development Specialist - No. of posts: 15,**

**a) . Qualifications & Experience**

- Masters degree in Social Sciences, with practical experience of working in the development areas, preferably in urban development
- Wide knowledge and experience in implementing governance reforms Experience in social analysis, resettlement and rehabilitation
- Should have at least 3-5 yrs. experience in undertaking social and community development initiatives and appraisals in the municipal environment, especially in relation to urban infrastructure projects

**b) Role and responsibilities :**The Specialist may support the ULB to:

- i. Undertake social analysis of projects proposed under JnNURM
- ii. Assist and guide ULBs on strategies to minimize any negative impacts, and ensure full compliance with Government of India policies related to resettlement and social protection.
- iii. Ensure that the investment projects reflect social inclusion, and that they address the needs of the poor.
- iv. Assess the social impacts of projects, and monitor their impacts over time.
- v. Advise ULB on reforms related to community participation
- vi. Ensure that JNNURM-funded initiatives are planned and developed in a participatory manner
- vii. Provide other necessary support as identified by the team leader
- viii. Any other related activities as decided by the administrative head of the ULB.

**6. IT cum Monitoring and Evaluation Specialist, No. of posts: 15,**

**a) Qualifications & Experience**

- i. Graduate Degree in Information Technology (IT) with 3-5 years experience in monitoring and evaluating large projects, preferably in the urban sector.

**b) Role and responsibilities**

- i. Develop and strengthening M E system for projects, reforms and capacity building activities
- ii. Monitor the status of implementation of JNNURM-funded project investments vis-à-vis approved timelines and key deliverables
- iii. Monitoring and evaluation and reporting to SLNA
- iv. Assist the team leader in refining benchmarks and/or indicators against which progress of JnNURM can be measured.
- v. Assist in conducting survey to assess the conditions of important reforms at each level of government, as well as the status of the full-range basic services and systems expected to be covered through JNNURM in the 63 eligible cities and states.
- vi. Update, refine and expand the database at the city level
- vii. Set up systems for measuring and monitoring and reporting on service level benchmarks set up by MOUD.

**7. Research Associate**

**Qualifications & Experience** – Post graduate qualification in Social Science/Economics/Statistics with experience in research projects.

## Application Form

<b>Name</b>			
<b>Address for Communication with pin code</b>			
<b>Age &amp; Date of Birth</b>			
<b>Sex</b>			
<b>E-mail</b>			
<b>Phone</b>	<b>Mobile No.</b>	<b>Land Line No.</b>	
<b>Post Applied for</b>			
<b>District Preference</b>			
<b>Year of Experience(Post Qualification only)</b>			
<b>Educational Qualification(Degree onwards)</b>			
<b>Degree with Specialization</b>	<b>Year of Passing</b>	<b>Name of University</b>	
<b>Experience(Starting from current Job), you may add additional rows</b>			
<b>Name of the Organization</b>	<b>Position Held</b>	<b>Duration</b>	<b>Major Responsibilities</b>
<b>Publications/Researches Undertaken</b>			

<b>Summary of experience in relation to the post applied as per the notification</b>	
<b>Computer Proficiency</b>	
<b>Languages Known</b>	<b>Read :</b> <b>Write :</b> <b>Speak:</b>
<b>References</b>	
<b>Name :</b> <b>Designation :</b> <b>Address :</b> <b>Ph :</b> <b>Email ID :</b>	<b>Name :</b> <b>Designation :</b> <b>Address :</b> <b>Ph :</b> <b>Email ID :</b>

This is to certify that the details given above are true to the best of my knowledge and belief

**Date:**

**Signature:**

**Place:**

**Name:**

### How to Apply

Interested candidate may submit their details in the above mentioned template along with a covering letter and detailed Curriculum Vitae explaining all your credentials to [jobsksudp@gmail.com](mailto:jobsksudp@gmail.com) by addressing The Project Director, Kerala Sustainable Urban Development Project, 5th Floor, Trans Towers, SH 2, Vazhuthacadu, Thiruvananthapuram, Kerala, 695014.