

URBANSHIFT COUNTRY PROJECT: VACANCY ANNOUNCEMENT

PROJECT: UrbanShift (Livable Cities in India: Demonstrating Sustainable Urban Planning and Development through Integrated Approaches)

PROJECT DESCRIPTION:

NIUA and United Nations Environment Programme (UNEP) are jointly implementing a GEF 7-funded project titled UrbanShift (Livable Cities in India: Demonstrating Sustainable Urban Planning and Development through Integrated Approaches). The project aims to transform Indian cities through integrated urban planning which would lead to reducing GHG emissions, air pollution and congestion, protecting and conserving ecologically sensitive areas by building capacity of state and city authorities. The objective of project is to demonstrate low emissions, resilient, nature-based inclusive sustainable urban development in selected cities and support scale-up nationally. The project would provide technical assistance and investment for undertaking the following activities in the target cities (Pune & Surat) and the replication cities (Agra & Puducherry):

- Evidence-based sustainable and integrated planning;
- Investments in low emissions, resilient, Nature-based Solutions (NbS) and mobility;
- Innovative financing solutions for cities; and
- Knowledge management and capacity development: Knowledge products, good practices and tools would be made available to national, state and city authorities as well as other stakeholders through the National Urban Learning Platform (NULP).

To maximise impact, the NULP will draw on the materials of the UrbanShift Global Project, providing the stakeholders with opportunities to learn from experiences both nationally and internationally. The project will also focus on enabling gender mainstreaming practices and processes through inclusion of gender expertise, stakeholder consultations with women, adoption of gender responsive planning and budgeting processes and mandatory gender assessment of all urban development projects.

PROJECT STAFFING:

The project will be implemented through a Project Management Unit at NIUA. Applications for the following PMU positions are being invited:

- 1. Urban Development Specialist (Project Implementation Lead /Team Leader)**
- 2. Asst. Project Manager/ Project Coordinator (PMU)**
- 3. Knowledge Management and Communication Specialist**
- 4. Urban Transport Expert**

The project tenure is 4 years (till September 2026).

For each of the above positions, one-year contract (renewable on a yearly basis, subject to performance evaluation) will be awarded at the time of employment.

- 5. Sr. Project Officer (Knowledge Management and Communication)**
- 6. Project Officer (Nature-based Solutions)**
- 7. Project Officer (Transport)**

The Project Officers will be hired for 1 year. Based on the requirement of the project and performance evaluation, the employment contract may be renewed on a case-to-case basis.

APPLICATION PROCESS:

All applications should be submitted on the NIUA website and must contain a detailed resume, cover letter, writing sample and three professional references.

The last date for applying for the Urban Development Specialist (Project Implementation Lead /Team Leader) position is January 11, 2023. The last date for applying for all the other positions is January 20, 2023.

Only shortlisted candidates will be contacted to appear for an interview. Candidates are encouraged to participate in the interview process in person. However, if a candidate is unable to travel for the interview, this should be mentioned in the cover letter so that necessary arrangements for a virtual interaction can be made.

Interested candidates can apply for more than one position. That being the case, the candidate must mention the interested positions (in the order of priority) in the cover letter.

7. PROJECT OFFICER (TRANSPORT)

PROJECT	UrbanShift: Livable Cities in India (Demonstrating Sustainable Urban Planning and Development through Integrated Approaches)
EXPERIENCE	Min. 03 years
RMUNERATION	As per NIUA standards
LOCATION	NIUA, New Delhi, India; with willingness to travel
LAST DATE OF APPLICATION	January 20, 2023
NO. OF VACANCIES	01

A. DUTIES AND RESPONSIBILITIES:

Under the guidance and direct supervision of the Team Lead/Project Implementation Lead (PIL), at NIUA, the Project Officer shall undertake the following tasks:

- i. Document global and national best practices on integrated sustainable planning, low-carbon mobility, EV infrastructure, etc.
- ii. Undertake research for developing toolkits, guidelines, modules, knowledge products, capacity building tools, etc.
- iii. Support the production of knowledge products, guidelines, modules and capacity building tools, and organize training programs/workshops for information dissemination.
- iv. Support organization of coordination committee meetings, and document their proceedings.
- v. Any other duty and responsibility assigned by the Team Lead/Project Implementation Lead – PMU.

B. QUALIFICATION & EXPERIENCE:

- i. Master's degree in Transport Planning/ Transport Engineering/ Urban Planning/ Urban Design or other related fields, with an understanding of the sustainable transport, innovation in NBS and NMT with focus on climate resilient civic infrastructure.
- ii. Proficiency in use of office software packages (MS Word, Excel, PowerPoint, etc.), Adobe Photoshop, InDesign, etc.
- iii. Good communication, interpersonal and presentation skills, with an ability to work in a multi-cultural environment.
- iv. Previous work experience in research pertaining to integrated planning, sustainable development, Non-motorized Transport (NMT), Electric Vehicle ecosystem, etc. is essential.
- v. Ability to work independently and under pressure.

C. DESIRABLE:

- i. Experience of working with Central Govt./ State Govt./ National Urban Missions (SMART City, AMRUT, etc.)/ Multilateral and bilateral organizations/ Local Bodies/ Resource centers/ NGOs/ Communities.
- ii. Experience of planning of NMT infrastructure and EV infrastructure will be an added advantage.
- iii. Working knowledge of GIS softwares (ArcMap, AutoCAD Map, QGIS, etc.) will be an added advantage.
- iv. Proficiency in spoken and written English. A good command over regional language (of Project cities) and Hindi is desirable.

D. AGE LIMIT: Upper age limit for the post shall be less than 30 years.

E. REPORTING STRUCTURE: The Project Officer will report to the Team Lead/ Project Implementation Lead
- PMU at NIUA.