

Position	Location	Job Summary
Senior Manager	New Delhi	<p><b>Overview:</b></p> <p>The Urban Infrastructure &amp; Tourism department at IPE Global Ltd. is looking for an experienced candidate with leadership skills to manage projects, client management and support in business development. Experience/skill sets in sustainable development, urban planning, sustainable tourism in the corporate sector or international organisations preferred.</p> <p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Responsible for management of projects for key stakeholders like Government, multilaterals/bilateral, Foundations and International development agencies.</li> <li>• Lead all project phases, including initiation, planning, execution, and closure. Play a pivotal role in project conceptualization, case study identification, component selection, and financial structuring.</li> <li>• Make technically sound presentations to client, prepare comprehensive project reports with insightful analysis and timely delivery.</li> <li>• Team Management, resource hiring, work allocation, ensuring timely completion of deliverables, coordination &amp; quality assurance.</li> <li>• Manage internal and external stakeholders through effective communication, ensuring compliance, and oversee budgeting and financial management of the project.</li> <li>• Support in overall business development from identification of relevant opportunities to proposal writing to forging strategic partnerships for technical proposals to contract signing.</li> <li>• Provide valuable insights and support beyond defined project boundaries, leveraging expertise to navigate challenges and maximize project success.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Bachelor of Architecture /Planning with Masters in Urban Design / Planning / Management with 8 years of relevant experience.</li> </ul>

- Work experience in areas related to sustainable development/urban planning preferably in corporate or international organisations.
- Excellent presentation and communication skills.
- Strong analytical skills.
- Proficiency in MS Office (Word, Excel, Power Point and Outlook). Proficiency in the following softwares preferred: Adobe Photoshop; ESRI ArcGIS; AutoCAD; SketchUp.
- Highly organized and detail-oriented thinker who can juggle multiple, competing priorities.
- Experience in Client Liasoning and Coordination.
- Team player and ability to work under pressure and meeting deadlines. Problem solving attitude. Experience of managing teams.
- Willing to travel to project locations for extended periods of time.