

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF URBAN DEVELOPMENT
JAWAHARLAL NEHRU NATIONAL URBAN RENEWAL MISSION**

Expressions of interest are invited from qualified individuals working in reputed Institutions/NGOs for appointment of the following specialists on contractual basis initially for one year in the Project Implementation Unit (PIU) and one post in the Programme Management Unit (PMU) under BSUP component of JNNURM in the Department of Urban Development as per the details below:

Post Code	Name of Post	Number of Post	Maximum Emoluments per month
Programme Management Unit			
A.1.	Project Specialist (Housing and Slum Development)	01	Rs. 50,000
Project Implementation Unit			
B.1	Project Coordinator (Housing & Slum Development)	01	Rs.50, 000
B.2	Social Development Officer	01	Rs.50, 000
B.3	Livelihood Development Specialist	01	Rs.50, 000
B.4	Research Officer	01	Rs.30, 000
B.5	Research and Training Coordinator	01	Rs.20, 000

For detailed information regarding qualifications, duties and responsibilities, application format etc., you may visit the website of this department at http://www.delhi.gov.in/wps/wcm/connect/doi_udd/Urban+Development/Home

The Expression of interest/ Bio-data in the prescribed format should be submitted to the **Joint Director (UD), Department of Urban Development, Government of NCT of Delhi, 9th Level, Room No 905, C-Wing, Delhi Secretariat, New Delhi-02** by **30th October 2009** during office hours. The applicants should clearly indicate at the top of the envelope the Post Code and name of the post applied. The applicants who had already applied in response to earlier advertisements dated 30.05.2009 and 20.06.2009 need not apply again.

Additional Secretary (UD)

13. Nationality: _____

14. Fees amount Rs. ----- (in Words) ----- Bank
Draft/Demand Draft No. ----- Date of issue -----/----/2009 Name and Branch of
issuing Bank -----

15. I hereby declare that the information given above are true to the best of my knowledge and belief. I am aware that if at any time, it is found that any information given above is false or incorrect then my candidature is liable to be cancelled, apart from any other legal action deemed fit.

DATE:

SIGNATURE OF THE APPLICANT

PLACE:

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF URBAN DEVELOPMENT
JAWAHARLAL NEHRU NATIONAL URBAN RENEWAL MISSION

Expressions of interest are invited from qualified individuals working in reputed Institutions/NGOs for appointment of the following specialists for establishment of Programme Management Unit (PMU) under BSUP component of JNNURM for improving the implementation capacity of State Level Nodal Department as per detailed below: -

Sl. No.	Name of Post & Emoluments	Minimum Qualifications	Minimum Experience	Desirable	Duties and Responsibilities
(1)		(3)	(4)	(5)	(6)
A.1	Project Specialist (Housing and Slum Development)	1 st Class B.E. / B. Tech Degree in Civil or Town Planning Or equivalent.	Senior Engineer with Atleast 5 years experience in a managerial position or equivalent in the field of Housing, Slum Development & Infrastructure Development.	Master's degree in Engineering / Town Planning or equivalent, Knowledge of municipal finance, strong communication and computer skills, use of MS Project Software, financial resource planning, scheduling payments and monitoring of physical progress etc.	<ul style="list-style-type: none"> (i) Coordinate and supervise the activities relating to housing, infrastructure & provision of basic amenities for slum dwellers and urban poor. (ii) Supervision, preparation, planning, scheduling, and operationalisation of DPRs' activity. (iii) Standard documentation, detailed operating procedures for procurement, contract management etc. (iv) Implementation of mandatory and optional reforms under JNNURM. (v) Explore possibility of Public Private Partnership (PPP) and assess credit ratings of ULBs under JNNURM. (vi) Assess the status of the housing project and submit report relating to Slum Dwellers and Urban Pours. (vii) Improve quality of the project design, implementation, and reporting on technical, financial and all operational aspects of the projects. (viii) Technical advises in tendering processes, on construction, management, financial aspects of the housing, sewerage, water supply, & Solid waste management. (ix) Advise on construction and financial aspect of project management. (x) Any other work/responsibility assigned by the SLNA i.e. SJSRY and other poverty alleviation initiatives relating to employment generation, skill development, education, health etc .to ensure conversion between JNNURM and other governments initiatives.
B.1	Project Coordinator	1 st Class B.E. /B. Tech in	Atleast five years experience	Master's degree in Engineering /	<ul style="list-style-type: none"> (i) To assists Urban Local Bodies / implementing agencies to execute the projects and implement reforms in a time bound

	(Housing & Slum Development) No. of Posts-01 ----- Emoluments *Rs.50, 000/- per month	Civil or Degree in Town Planning or equivalent	on a managerial or equivalent position in the field of housing and slum development and knowledge of social development	Town Planning or equivalent knowledge of municipal finance, strong communication and computer skills, use of MS Project Software, financial resource planning, scheduling payments and monitoring of physical progress	manner. (ii) Examine the quality of DPRs and ensure linkages with the CDP. (iii) To assists integration of projects at sectoral level.. (iv) Asset in social environment impact assessment studies for JNNURM projects, whenever required. (v) Develop, update and store database on service delivery indicators of ULB. (vi) Assist in formulation and revision of building bye-laws in line with the JNNURM reforms. (vii) Assist in all procurement activities for preparation of bid documents for various development packages. (viii) Assist Municipal Finance Officer in implementation of property tax reforms to achieve 90 % coverage and 85% collection efficiency during the Mission period. (ix) Ensure updation of base maps, including GIS maps for the ULB on periodic basis. (x) Focus on slum development, housing, local infrastructure & basic amenities and also coordinate and supervise the related activities. (xi) Assess the status of the project. (xii) Technical advise in tendering processes on construction, management, financial aspects of the project (xiii) Any other assigned work/responsibility.
B.2	Social Development Officer No. of Posts-01 ----- Emoluments *Rs.50, 000/- per month	1 st Class M.A. Social Science or MBA (HRD) or equivalent or 2 nd Class (50% and above) for candidates having Doctoral Degree in the concerned subject	Atleast five years experience in development works preferably in urban development.	Doctoral degree in Social Science or HRD management or equivalent Training in organizational behaviour and management of institutional change process, knowledge and experience in implementing governance reforms, involvement with JNNURM	(i) Provide necessary inputs for enactment of the Community Participation Law to institutionalize citizen participation and introducing the concept of Area Sabha in urban areas. (ii) Help set up City level Voluntary Corps for enhancing community participation. (iii) Identify and address concerns related to gender and urban poor / slum dwellers etc. (iv) Establish network with civil society and private sector, and other departments such as health, education and social welfare in order to bring convergence / leverage of their schemes with projects under JNNURM. (v) Render advice on all matters pertaining to urban governance, social development, community participation, and urban poverty alleviation.

					<ul style="list-style-type: none"> (vi) To assist in implementing urban governance reforms and institutional changes process etc. (vii) Preparation and updation of cities slum and poverty profile. (viii) Monitoring, evaluation, project appraisal reporting. (xi) Organize / conduct studies, surveys etc. of projects. (xii) Any other assigned work/responsibility
B.3	<p>Livelihood Development Specialist</p> <p>No. of Posts-01 -----</p> <p>Emoluments *Rs.50, 000/- per month</p>	<p>1st Class Master's Degree in Computer Applications / Inf. Tech. / Social Science or equivalent</p>	<p>Atleast 5 years experience in survey, monitoring and evaluation related works, MIS and Financial issues</p>	<p>Involvement with JNNURM scheme or related scheme</p> <p>Background of social science and NGO activities and knowledge of computer.</p>	<ul style="list-style-type: none"> (i) Initiate accounting reforms work with the existing accounting team of the ULB to undertake all preparatory work, data migration, training initiatives, piloting, implementation, trial runs, etc. of the reforms. (ii) Assist, implement, and report all the mandatory and optional reforms. (iii) Feedback to ULB on constraints being faced in implementation in line with agreed work plans. (iv) Facilitate credit rating exercise (v) Render advice; coordinate with all Government and funding agencies on all financial matters. (vi) Undertake detailed revenue potential assessments with Revenue Department; contribute to cost reduction analysis in the utility departments of the ULB. (vii) Facilitate Public Private Partnership in new projects and assist in bid process management, negotiations, contract management, and other financial aspects of the project. (viii) Manage fund flows from SLNA. (ix) Develop innovative approach towards capital financing. (x) Timely preparation of reports for project purposes, to funding agencies and state and central government. (xi) Any other assigned work/responsibility
B.4	<p>Research Officer</p> <p>No. of Posts-01 -----</p> <p>Emoluments *Rs.30, 000/- per month</p>	<p>Master's Degree in Economics with Statistics / MBA / Social Science</p>	<p>Five years experience in urban development and poverty alleviation programme.</p>	<p>Earlier involvement in JNNURM</p>	<ul style="list-style-type: none"> (i) Organize different research programmes / works in the field of poverty alleviation and basic services to the urban poor. (ii) Develop new concepts for the monitoring and implementation of JNNURM (iii) Any other assigned work / responsibility (iv) Evaluation, monitoring, project appraisal & reporting of reforms & status of projects
B.5	<p>Research and Training</p>	<p>Master's Degree in</p>	<p>Five years experience</p>	<p>Earlier involvement in JNNURM</p>	<ul style="list-style-type: none"> (i) Identification of training needs and organize training programmes for the officials and other personnel involved

Coordinator No. of Posts-01 ----- Emoluments *Rs.20, 000/- per month	Economics with Statistics / MBA / Social Sciences	in urban development and poverty alleviation programme, designing of capacity building activities		in JNNURM. (ii) Organize different research programs in the field of poverty alleviation and basic services to the urban poor. (iii) Play an important role in the implementation of JNNURM
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* Depends upon qualifications and experience of the applicant.

General conditions:

1. The applicant should be an Indian National.
2. The applicant should be in the age group of 35 to 65 years as on the date of advertisement.
3. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts.
4. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.
5. The Original certificates should be produced only at the time of interview.
6. Where the number of applications received in response to the advertisement is large and it will not be possible to interview all the candidates, the Government at its discretion may restrict the number of candidates to a reasonable limit by screening of the applications.
7. All the applicant must enclosed a draft of Rs 500/- with the application form in favour of **D.D.O. (UD), Department of Urban Development, Government of NCT of Delhi, 10th Level, C-Wing, Delhi Secretariat** by 30th October 2009.
8. The selection will be done through interview by a Committee duly constituted by the Government of NCT of Delhi.
9. The appointment of the selected specialists would be done initially for one year, which may be extended for the next year after duly recommended by the Committee constituted by the Government for this purpose.
10. The selection Committee reserves the right to accept or reject the offer without assigning any reason.
11. Eligible Government servants with respect to qualification and experience could also be considered as per the terms and condition of deputation and suitable directions issued by Ministry of Housing and Urban Poverty Alleviation, Govt. of India in this regard.
12. The applicants should submit separate application for each post applied with separate draft for each application.

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