HUMAN-RESOURCE REQUIREMENT NOTIFICATION (HRN)

UNDER Public Private Partnership (PPP) & UP Domain of APUIAML

(Position Ref. No. 2)

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| **S. No.** | **Particulars** | **Description** |
| **1** | **Position** | Consultant - PPP |
| **2** | **No. of Position** |  One (01) |
| **3** | **Proposed Grade** | Assistant Manager |
| **4** | **Mode (Consultant /****Employee)** | Full Time Consultant |
| **5** | **Academic / Professional Qualifications** | * Planning / Engineering / Architecture/ MBA / Equivalent with excellent communication (Writing & Speaking) skills
* Preference shall be given to Post Graduates
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| **6** | **Post qualification****experience** **(Specific** **requirement)** | * 4 to 7 years of experience, with atleast one (1) year in Government Consulting
* **Key Roles:**
	+ Data Collection / Research / Analysis, Site Due Diligence, Market Assessment and data analytics
	+ Conduct Site Visits and Site Assessments
	+ Report Writing
* **Key Skills:**
	+ Excellent oral and written communication skills
	+ Knowledge of GIS & Autocad
	+ Strong working knowledge of MS Office – Word, PowerPoint, Excel
	+ Report writing /Presentations
	+ Multi-tasking
	+ Research & Analysis
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| **7** | **Reporting to** | DH, PPP & UP, Domain |
| **8** | **Salary / Fee range** | As per Industry Standards  |
| **9** | **Other expectations** | * Flexibility in working hours depending on urgency of work / delivery timelines
* Flexibility in traveling
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| **10** | **Scope of Work** **(If taking for more than a project, then write Project wise SoW)** | * Support Team / Colleagues for timebound deliverables
* Client Co-ordination
* Gather accurate and reliable data and analyze/interpret the same
* Carrying out Site Visits, Data Collection, Site Reconnaissance, etc and necessary documentation
* Co-ordinate with Officer / Senior Officer for data collection, transfer and processing
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| **11** | **Core Skills** | * Good Analytics, Site Assessment, data collection, etc.
* Good Communication Skills - writing & speaking
* Knowledge of GIS & Autocad, Photoshop (Preferable)
* Power Point Presentations
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| **12** | **Gender specific, if any** | Neutral |
| **13** | **Location** |  Vijayawada (Andhra Pradesh) |

**Note: Apply for the above said position through Standard CV Format (available at our website: [www.apurban.com/careers.php](http://www.apurban.com/careers.php)) along with detailed CV and send at: jobs@apurban.in (properly mention position name in subject line)**