



Andhra Pradesh Urban Infrastructure Asset Management Limited
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station, Vijayawada - 520 013
Website: www.apurban.com

POSITION NO.1

MANPOWER REQUIREMENT NOTIFICATION (MRN)

For ANDHRA PRADESH BACKWARD CLASSES COOPERATIVE FINANCE CORPORATION LIMITED (PMU)

S. No.	Particulars	Description
1	Position	Livelihood & Enterprise Development Specialist
2	No. of Position	One (1)
3	Proposed Grade	Asst Vice President / Sr. Manager
4	Mode (Consultant / Employee)	Project Associate
5	Academic / Professional Qualifications	o Doctorate/ Master's Degree in any discipline
6	Post qualification experience (specific requirement)	<ul style="list-style-type: none"> o 15+ years of experience in executing of State /Central Government Projects related to Livelihoods Promotion, Skill Development, MSME Facilitation, Women's Entrepreneurship in Andhra Pradesh State o Good Understanding and Experience in MSME Artisan Clusters, MSME & Entrepreneurship Programs implemented for BC Community in Andhra Pradesh o Experience in Corporate Network & Strategic Partnerships, Market Linkages to MSMEs o Experience in project specific data collection / Research / Analysis, conduct survey etc o Experience in Procurement, bid process management for the projects related to Andhra Pradesh o Good Understanding MSME Artisan Clusters and plant & Machinery requirements <p>Skills Sets Required:</p> <ul style="list-style-type: none"> o Preparation of PPTs o Report Preparations – Progress Reports, Feasibility Reports DPRs, Concept Papers o Excellent oral and written communication skills o Able to involve and execute Multiple projects
7	Reporting to	Domain Head - Industries & Energy
8	Salary / Fee range	As per Ind Stds
9	Other expectations	Late working depending on urgency of work to be done / meeting delivery timelines & travelling on need basis
10	Scope of Work (If taking for more than a project, then write Project wise SoW)	<ul style="list-style-type: none"> o Assist the Senior Officers for effective Implementation of Adarana Scheme-III o Coordinate with the District Officials, Beneficiaries during the identification of beneficiaries, implementation of Projects, impact after implementation of project with respect to Social, economic, Project Progress etc., o Liaison with all stakeholders, organizations, or departments involved in awarded projects o Act as the representative in meetings, negotiations, or public events if required.

		<ul style="list-style-type: none"> ○ Prepare Progress Reports of the project and submitted to Client an senior management ○ Communicate regularly with clients and other stakeholders related to project to provide updates on implementation. ○ Any other project activities assigned by APUIAML
11	Core Skills	<ul style="list-style-type: none"> ○ Ability to convey complex information clearly, whether in reports, emails, or face-to-face conversations. ○ Understanding and addressing stakeholder concerns effectively. ○ Handling discussions diplomatically to align different parties toward a common goal. ○ Establishing trust and fostering long-term connections with stakeholders, clients, and team members. ○ Working effectively with teams across different functions or disciplines. ○ Adjusting roles or methods in dynamic or challenging environments.
12	Gender specific, if any	Neutral
13	Location	Vijayawada or any other site locations with in Andhra Pradesh/India
14	Any other point, you would like to mention	It is desirable that the candidates would have prior experience of working with government. Preferably resident of Andhra Pradesh. Telugu Language is desirable.

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