

**Directorate of Urban Administration and Development,GoMP**  
**National Urban Livelihoods Mission**

Room no. 206, 1<sup>st</sup> Floor, Directorate of Urban Administration & Development, Palika Bhawan, Shivaji Nagar, Bhopal-462016


Online applications are invited from suitable and experienced candidates to assist Urban Development & Environmental Department, GoMP in implementation of National Urban Livelihoods Mission in Madhya Pradesh State. Following expert are required on contractual basis :

S.No.	Expert required at State Level (State Mission Management Unit - SMMU)	Post
1	State Mission Manager (Shelter and Social Infrastructure)	1

The appointment shall be on contractual basis initially for a period of 2 Years which can be extended further depending upon the performance. The monthly remuneration for SMMU expert shall be maximum upto Rs. 60,000/- per month. Preference shall be given to the candidates having experience in urban sector.

The detailed TOR can be seen under "Advertisement section" of [www.mpurban.gov.in](http://www.mpurban.gov.in)  
Interested candidates should e-mail Application along with detailed CV (as per the conditions mentioned in ToR) to [nulmmp@mpurban.gov.in](mailto:nulmmp@mpurban.gov.in) by 21-04-2016 at 5:30 pm. The Subject of email should be -"**Application for the Post of State Mission Manager (Shelter and Social Infrastructure) under NULM.**

The Department reserves all rights to accept or reject any or all applications.

  
Mission Director  
National Urban Livelihoods  
Mission, M.P.

# संचालनालय, नगरीय प्रशासन एवं विकास

## राष्ट्रीय शहरी आजीविका मिशन,

कक्ष क्र. 206, प्रथम तल, संचालनालय, नगरीय प्रशासन एवं विकास, पालिका भवन, शिवाजी नगर, भोपाल - 462016


नगरीय विकास एवं पर्यावरण विभाग द्वारा प्रदेश में संचालित नेशनल अर्बन लाईवलीहूडस मिशन हेतु योग्य एवं अनुभवी विशेषज्ञ की सीमित अनुबंध अवधि हेतु निम्नानुसार आवश्यकता हैं:-

स. क्र.	राज्य स्तर हेतु आवश्यकता (State Mission Management Unit -SMMU)	पद
1	स्टेट मिशन मैनेजर (शेल्टर एण्ड सोशल इन्फ्रास्ट्रक्चर)	1

विशेषज्ञ को प्रारंभिक रूप से 2 वर्ष हेतु अनुबंधित किया जायेगा। अनुबंध अवधि में वृद्धि कार्य प्रदर्शन पर आधारित होगी। SMMU विशेषज्ञ का मासिक मानदेय एकमुश्त अधिकतम राशि रू. 60,000/- होगा।

विस्तृत टीओआर को [www.mpurban.gov.in](http://www.mpurban.gov.in) पर विज्ञापन सेक्शन में देखा जा सकता है। इच्छुक उम्मीदवार दिनांक 21.04.2016 सायं 5:30 बजे तक ई-मेल के माध्यम से अपना आवेदन (टीओआर में वर्णित शर्तों अनुसार) [nulmmp@mpurban.gov.in](mailto:nulmmp@mpurban.gov.in) पर प्रेषित करें। ई-मेल में Subject इस प्रकार वर्णित करें- " **Application for the Post of State Mission Manager (Shelter and Social Infrastructure) under NULM.**

प्राप्त आवेदन/आवेदनों को स्वीकृत अथवा अस्वीकृत करने हेतु अन्तिम अधिकार विभाग का होगा।

  
मिशन संचालक  
राष्ट्रीय शहरी आजीविका  
मिशन, म.प्र.

# INSTRUCTIONS TO THE APPLICANTS

1. **Application** should be e-mailed to : [nulmmp@mpurban.gov.in](mailto:nulmmp@mpurban.gov.in)
2. **Email Subject** : " **Application for the Post of State Mission Manager (Shelter and Social Infrastructure) under NULM.** "
3. Detailed **CV** (with candidate's signature/self attested) and passport size photograph (on the top right corner of CV) should be **scanned** and **attached** with the e-mail.CV should clearly mention qualification and experience of the candidate. CV must be supported with the following details (**Format- A**).

Note - All the fields are mandatory.

Format- A					
Post Applied for					
Name of candidate					
Gender					
Father's name					
Date of Birth					
Address					
Marital Status					
Aadhar card No.					
Voter ID No.					
Mobile no.					
E-mail					
Languages Known					
Qualification					
	Stream (for Graduation/PG)	Passing Year	Subjects	Name of Institute/University	% Marks
10 <sup>th</sup>					
12 <sup>th</sup>					
Graduation					
Post Graduation					
Additional Qualification					
Other achievements if any (Training/workshop/ awards)					
Employment details/ Experience (Starting from the current position of employment)					
	Organisation	Designation	From (Month - Year)	To (Month - Year)	Total Months/Years
1					
2					
3					
4					
5					
References					
S.no.	Name	Organization	Designation	Email	Mobile no.
1.					
2.					

4. The **e-mail** for application must be supported with the following scanned documents:
  - Self attested **Marksheets** (Class 10<sup>th</sup>, 12<sup>th</sup>, Graduation and Post Graduation) - Scanned
  - Copy of **Degree (UG and PG)** (Self attested) - Scanned
  - **Experience certificate**: From the Employer (and Self attested) - Scanned
  - Copy of any other **certificates/ Awards/Achievements** (Self attested) – Scanned
5. Last date for sending E-mail (Application) is **21<sup>st</sup> April 2016 (by 5:30 PM)**
6. **The Department reserves all rights to accept or reject any or all applications.**

## State Mission Manager Unit- SMMU

### Scope of work

The person selected for these position will assist the State Mission Director, SULM in operationalizing the respective components of NULM at the state level. The position is a contractual engagement, initially for two years. Renewal of contract is done every two years based on performance appraisal. The incumbent will directly report to the State Mission Director, SULM. S/he will work closely with and support the teams at the city level responsible for respective component of NULM. The person will need to travel extensively to NULM cities of the state. The person should have good command on writing and speaking both English and the regional language.

### Educational Qualifications, Experience and Competencies

S. N	Position	Education and Experience Particulars	Competencies
1	State Mission Manager – Shelters and Social Infrastructure	Two year full M.E./M.Tech. (Civil or Architecture) with 5 years of experience Or full time B.E./B.Tech. (Civil/Architecture) with 8 years of experience in poverty reduction programmes involving social development and establishment/monitoring/ maintenance of community infrastructures	The person should be Proficient with MS office; should have acknowledged capabilities in partnership management; strong analytical, conceptual and strategic thinking skills; ability to handle large scale planning; handling MIS etc. Experience of working with government institutions will be given preference

### Key Responsibility Areas

#### State Mission Manager – Shelters and Social Infrastructure

- i. Ensure that cities adhere to the guidelines prescribed by NULM
- ii. Planning, establishment and operationalisation of CLCs in the state
- iii. Ensure implementation of USVs & SUH components in the state
- iv. Identification of facilitation organisations for promotion of CLCs and implementation of the same through PPP mode
- v. Work closely with ULBs with regard to CLCs, Vendor Markets and Shelters for Urban homeless
- vi. Ensure that all the city vendor development plan are prepared and operationalized at city level
- vii. Responsible for providing need based Technical assistance to the City Mission Management Units
- viii. Responsible for ensuring linkages with other line departments at the state level for integrating the social infrastructure agenda for effective coordination and implementation of the mission at the state level
- ix. Support the resource agencies in capacity building/ sensitization of CMMUs within or across the states. S/he will also oversee the development of capacity building modules, arranging cross learning workshops related to KRAs as and when required
- x. Ensure reporting against KRAs
- xi. Work closely with other State Mission Managers at the state level for successful implementation of NULM
- xii. Perform any other related tasks assigned by the State Mission Director, SULM