MEGHALAYA URBAN DEVELOPMENT AUTHORITY
SHILLONG

ADVT No. MUDA/MON/23/2016-17/Pt-I/34

Dated Shillong, the 21st July 2020.

Applications are invited by Meghalaya Urban Development Authority from interested candidates to fill up the following posts in the State Level Technical Cells (SLTCs), for the implementation of Pradhan Awas Yojana Housing for All (Urban) in Meghalaya & in the State Mission Management Unit (SMMU), Atal Mission Rejuvenation and Urban Transformation (AMRUT)

STATE LEVEL TECHNICAL CELL (SLTC) - PMAY

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Position</th>
<th>No. of Post</th>
<th>Posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Urban Planner</td>
<td>1 No.</td>
<td>Shillong</td>
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</tbody>
</table>

City Level Technical Cell (CLTC)

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Position</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Municipal/Civil Engineer</td>
<td>1 no</td>
<td>Cluster 1 (Resubelpara &amp; Baghmara)</td>
</tr>
<tr>
<td>2</td>
<td>Capacity Building/ Institutional Strengthening</td>
<td>1 no</td>
<td></td>
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</tbody>
</table>

Application Letter, Bio-data (with contact details) and passport size photo to be submitted in to the following address. The name of the post may be superscribed in the envelope.

Secretary,
Meghalaya Urban Development Authority,
Parking cum Shopping Complex, Police Bazar,
Meghalaya, Shillong – 793001

Last date for receipt of application is **14th August 2020.**

Details of the advertisement may be downloaded from the website [www.meghalaya.gov.in](http://www.meghalaya.gov.in)

Secretary
Meghalaya Urban Development Authority, Shillong.

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Copy to:

1. The P.S. to the Chairman, Urban Affairs, Meghalaya, Shillong for information of the Hon’ble Minister.
2. The Director, Urban Affairs, Meghalaya, Shillong.
3. The Director, Information & Public Relations, Meghalaya, Shillong with a request for publication in the Local Newspapers 'The Shillong Times & Mawphor'.
4. The State Informatics Officer, National Informatics Centre, Meghalaya, Shillong along with enclosure with a request to upload in the Website.

Secretary
Meghalaya Urban Development Authority, Shillong.
GENERAL INSTRUCTIONS:

1. Candidates already in employment of State / Central or Govt. / Undertakings / Autonomous Bodies Public Sector Enterprises should apply through proper channel.

2. Incomplete application will not be considered.

3. Application Letter and Bio Data (with separate application for each post) along with self attested copies of certificates with regard to date of birth, qualification, category, experience and three recent passport size colour photographs (one pasted on the application format) may be sent to the Secretary, Meghalaya Urban Development Authority, Parking cum Shopping Complex, Police Bazar, Meghalaya, Shillong - 793001 within 30 days from the date of publication of this advertisement.

4. The Incomplete applications without copies of certificate etc. and those not conforming to the job specifications as above and received later than the specified date will be rejected.

5. Mere fulfillment of requirements laid down in the advertisement does not guarantee / qualify a candidate for test and interview.

6. The Certificate of Scheduled Tribe / Scheduled Caste / Ex-Serviceman / Persons with Disability should be in proper prescribed form and issued by the appropriate authority.

7. The decision of the selection committee is not liable for challenge and the same shall stand final and binding on each candidate.

8. The Management will have discretion for rejecting any application without assigning any reasons and no correspondence in this regard will be entertained.
1. Post Title: Urban Planner

Duration: 1 Year

Qualifications & Experience

- Masters degree in Urban Planning / Regional Planning or Masters in Architectural Urban Design / Urban Housing with at least 10 years' experience in a managerial position.
- Having experience in project management with 3-5 years in a managerial position.
- Experience in working in large scale urban development/affordable housing/slum development projects/programmes.
- Experience in implementing urban reforms for States and ULBs.

Role and responsibilities

- Handholding support to the ULBs in identifying slum pockets and other lands for housing development.
- As part of the slum mapping exercise, assist the ULB in identifying ownership of the land occupied by slums and mapping of the same.
- Handholding support to the ULBs in tenability analysis and choosing options for untenable slums.
- Assist the ULBs in selection of appropriate model for the in-situ slum redevelopment.
- Review the city Master Plan and provide inputs to revise it in accordance with the mandatory conditions under the Mission.
- Provide support in developing (approved) building layout plans for EWS/LIG housing.
- Provide advice to MoHUPA on increasing financial inclusion for the urban poor.
- Develop AIP on the basis of HFAPOAs of the ULBs in consultations with State.
- Handholding support to States/UTs for the implementation of the slum redevelopment and Affordable Housing programmes.
- Develop MIS formats and compilation of data from the ULBs.
- Develop periodic monitoring system for achievements under each scheme components.

Terms of Employment:

The incumbent will be retained on a contractual basis for a maximum period of 12 months (May be extendable up to 36 months) from the date of commencement of the contract. The gross emolument of the incumbent is Rs. 85,000 per expert per month for the post graduate degree holders, Rs. 70,000 per expert per month for the graduate degree holders, Rs. 50,000 for diploma holders subject to norms applicable for term consultants, including tax deductions as applicable.
MEGHALAYA URBAN DEVELOPMENT AUTHORITY
SHILLONG

CITY LEVEL TECHNICAL CELL (CLTC)

1. Post Title: Municipal/Civil Engineer
Duration: 1 Year

Qualifications & Experience
- Post graduate or graduate degree in Engineering with specialization in public health engineering or diploma in Engineering.
- At least 3 years of experience in procurement, design, and supervision of Infrastructure works.
- Ability to assist ULBs to set standards and procedures for ensuring quality and monitoring compliances.
- Prior experience as municipal engineer will be an added advantage.
- Fluency in local language essential.

Role and responsibilities
- Identify and adapt green innovative technologies, good construction practices, disaster resistant construction, area specific design etc. to suit the local requirements.
- Recruitment of quality consultants for preparation of city plan of action, DPR and ensure timely submission of the documents in coordination with the Municipal Engineer in State Level Technical Cell.
- Provide technical support in associating with technical institutes on design and supervision of infrastructure works and ensure good quality assurance.
- Assess the training needs in engineering and assist ULBs to access quality training on site or at recognized centres of excellence.
- Review the City Plan of Actions and DPRs for precision and detail and provide feedback as necessary.
- Support ULB to report with precision on progress of construction and utilization of funds under HFA.
- Any other related tasks that may be entrusted upon by the head of ULB.

Terms of Employment:
The incumbent will be retained on a contractual basis for a maximum period of 12 months (May be extendable upto 36 months) from the date of commencement of the contract. The gross emolument of the incumbent is Rs. 45,000 per expert per month for the post graduate degree holders, Rs. 35,000 per expert per month for the graduate degree holders, Rs. 25,000 for diploma holders subject to norms applicable for term consultants, including tax deductions as applicable.

2. Post Title: Capacity building/Institutional Strengthening Specialist
Duration: 1 Year

Qualifications & Experience
- Post graduate/graduate or diploma in the development sector (urban development or social development).
- 3-5 years of experience in training and capacity building programmes.
- Knowledge of adult learning methodology and capacity building experience in the urban sector.
- Experience in capacity assessment, curricula development, course organization, training, and training impact evaluations.
- Knowledge and experience of government systems and procedures.
- Knowledge of local language is essential.
MEGHALAYA URBAN DEVELOPMENT AUTHORITY
SHILLONG

Role and responsibilities

- Prepare a capacity-building plan for the city/ULB based training need assessment.
- Develop a road map and capacity building modules in local language for conducting training programmes on HFA components.
- Coordinate the implementation of capacity building programmes.
- Develop the database of trainers and resource persons on urban poverty alleviation, planning, community participation, social development, engineering etc.
- Prepare reports of the trainings and capacity building programme.
- Undertake the follow up of the training and capacity building programme.
- Organize study tours, exposure visits etc. to facilitate ULBs in cross learning.
- Monitor the impacts of training programmes and document learning’s from the field.
- Any other related tasks that may be entrusted upon by the head of ULB.

Terms of Employment:

The incumbent will be retained on a contractual basis for a maximum period of 12 months (May be extendable upto 36 months) from the date of commencement of the contract. The gross emolument of the incumbent is Rs. 45,000 per expert per month for the post graduate degree holders, Rs. 35,000 per expert per month for the graduate degree holders, Rs. 25,000 for diploma holders subject to norms applicable for term consultants, including tax deductions as applicable.