

EMPLOYMENT NOTIFICATION No.03/2019

Andhra Pradesh Capital Region Development Authority: Vijayawada

Lenin Centre, Governor pet, Vijayawada-520 002

Phone:0866-2571272, Fax: 0866-2577357

Email: [recruitment @apcrda.org](mailto:recruitment@apcrda.org) Website: www.crda.ap.gov.in

Rc. No. CRDA-HR/4250/2018, Dt.10.01.2019

Notification is hereby issued for the following positions in Information Systems and CCDP Divisions of APCRDA, Vijayawada on Contract basis. Online applications are invited from the eligible candidates to work on Contract basis for a period of One year.

Post name	No. of posts	Education Qualification and Relevant Exp.in years
Project Manager-Infrastructure-IS	01	<ul style="list-style-type: none">• Graduate Study in engineering or Masters in Computer Applications• 10 years of relevant experience
Team Leader Contract Management Cell	01	<ul style="list-style-type: none">• Preferably a graduate degree in Engineering & Post Graduate Qualification in finance or Management• 10-15 years of relevant experience in handling PPP Projects
Technical & Project Management Expert	01	<ul style="list-style-type: none">• Preferably a graduate degree in Civil Engineering or any other relevant engineering degree & Post Graduate Qualification in Construction Management with PMI Certification is desirable• 7-10 years of relevant experience
Commercial Expert	01	<ul style="list-style-type: none">• MBA Finance or any other post graduate qualification in finance• 5 years of relevant experience

Online application is available in the website www.crda.ap.gov.in in careers tab and can be submitted from 13.01.2019 to 25.01.2019.

For Further details and competencies required please visit the website www.crda.ap.gov.in

Commissioner,
APCRDA, Vijayawada.

Date: 10.01.2019

Place: Vijayawada.

JOB DESCRIPTION FOR THE POST OF PROJECT MANAGER (INFRASTRUCTURE) (IS)

Division	Post Name	No of posts	Educational Qualification
Information Systems	Project Manager (Infrastructure)	1	Graduate study in engineering or Masters in Computer Applications as per G.O.Ms. No: 82, dated: 16.04.2015 from MA&UD Dept.

SUMMARY: Andhra Pradesh Capital Region Development Authority is established for the purpose of Planning, Co-ordination, Execution, Supervision, Financing, Funding and for Promoting and securing the Planned Development of the Capital Region and Capital City Area for the State of Andhra Pradesh.

TASKS: Project Manager (Infrastructure) (IS) has a lead role to play in design, implementation and maintenance of IT Infrastructure such as Internet, Active & Passive Networking (LAN + Wi-Fi), Cloud Services, EPABX, AV(Audio-Visual) Solutions, Surveillance, Real Time Monitoring services, all end user IT infrastructure for APCRDA and all of its branch offices and CA offices, SRO's & IC's, and for upcoming critical projects such as AP Secretariat & Legislature, Judicial Complex, Sec&HoD Towers, Housing Sites, Bungalow sites, High Court etc. in Amaravati.

KEY RESPONSIBILITIES:

- Design, Implementation and Maintenance of IT Infrastructure such as Internet, Active & Passive Networking (LAN + Wi-Fi), Cloud Services, EPABX, AV(Audio-Visual) Solutions, Surveillance, Real Time Monitoring services and all end user IT infrastructure for various ongoing and upcoming projects and organization.
- Requirement gathering, File Movements, Procurement, and maintenance of all the IT infrastructure and IT assets required for the organization, ongoing and upcoming projects in Amaravati.
- Procurement and maintenance of E-Mail Services, Domain Services, SMS Services, Cloud Services required for the organization with 99.9% up-time.
- Providing construction status updates to authority and public on Amaravati through near real time drone videos and LIVE drone services.
- Providing real time construction status updates of Amaravati to authority and public through CC Cameras with latest technology installed in various construction sites.
- To play the lead role in design, maintenance, work requests handling, co-ordination and tracking of APCRDA and Amaravati websites, Online grievance Redressal applications and mana amaravati mobile application.
- To play lead role in procurement and safeguarding of all the IT Infrastructure for the organization and to notify them on yearly basis through online asset management tool.
- Communication to public through various official platforms like social media (facebook, twitter, youtube etc.), broadcasting groups, bulk SMS groups, bulk e-mail groups etc.
- To activate all the IT Infrastructure (AV Solutions, Internet, LAN & Wi-Fi, Live Tracking of events over official social media pages, live drone services of construction sites etc.) and to make events of APCRDA a grand success like Amaravati Deep Dive Workshop, Happy Cities Summit etc.

WORK EXPERIENCE:

- The candidate should have minimum of 10 years of experience in IT Infrastructure sector and should have strong knowledge on the overall IT Infrastructure required for proper functioning of all the ongoing and upcoming critical projects of Amaravati.
- The candidate should work under the control of Director (IS) and should lead the design, implementation and maintenance of IT Infrastructure such as Internet, Active & Passive Networking (LAN + Wi-Fi), Cloud Services, EPABX, AV(Audio-Visual) Solutions, Surveillance, real time monitoring services, all end user IT infrastructure and should make all the projects functional with minimum of 99.9% uptime.

- The candidate should have the field experience (design, implementation and maintenance) in handling all the above-mentioned IT infrastructure services for critical and reputed projects as well as for important events in his/her experience period.

EDUCATION:

- Graduate study in engineering (or) Masters in Computer Applications

COMPETENCIES REQUIRED-KNOWLEDGE:

- IT Infrastructure such as Internet, Active & Passive Networking (LAN + Wi-Fi), Cloud Services, EPABX, AV(Audio-Visual) Solutions, Surveillance, Real Time Monitoring services and all end user IT infrastructure
- Communication through Social media (facebook, twitter, youtube etc.), broadcasting groups, bulk SMS groups, bulk e-mail groups etc.
- Live Tracking of events over official social media pages, live drone services & near real time drone services of construction sites etc.
- GPS tracking services of vehicles with dashboard representation over dashboard
- Online Feedback/Grievance mechanism for services of APCRDA
- Real time construction status updates of Amaravati to public through CC Cameras with latest technology installed in various construction sites (against physical site conditions).
- E-Mail Services, Domain Services, SMS Services, Cloud Services with 99.9% up-time
- Websites and mobile applications

SKILLS & ABILITIES:

- Excellent Communication skills required for Client/Vendor/Employee engagement.
- Intra and Inter departmental engagement and co-ordination.
- Ability to analyse, troubleshoot, resolve any kind of potential issue w.r.to all the above-mentioned IT Infrastructure services with end to end root cause analysis.
- Should have ability to analyse and report practical scenarios and ground reality of IT Infrastructure Implementation in various critical projects, given that each project has it's own difficulty of site condition (fiber non-feasibility, power fluctuations, frequent movement of core hub rooms etc.).
- Ability to design and implement certain IT policies whenever required w.r.to IT Infrastructure.

DATE OF JOINING & LOCATION: Immediate Joining & Vijayawada

JOB DESCRIPTIONS FOR VARIOUS POSITIONS IN CCDP WING

Division	Post Name	No of posts	Educational Qualification
Capital city Development Projects	Team Leader Contract Management Cell	1	• Preferably a graduate degree in Engineering & Post Graduate Qualification in finance or Management
	Technical & Project Management Expert	1	• Preferably a graduate degree in Civil Engineering or any other relevant engineering degree & Post Graduate Qualification in Construction Management with PMI Certification is desirable
	Commercial Expert	1	• MBA Finance or any other post graduate qualification in finance

Contract Management Cell

The contract management cell of APCRDA will have the function of managing the PPP contracts being executed & Private land allotments being done by the authority. The cell would track the obligations of the Authority and the Concessionaire/private developer, alert the authority of upcoming obligations and also study and approve the reports such as DPRs, masterplans, audit reports submitted by the concessionaires/developers. The other specific responsibilities of this cell will include:

- a. Ensuring compliance of the conditions precedent and achievement of financial close within the period specified in the concession agreement / contract agreement;
- b. adherence to the time lines and other obligations specified in the concession agreement;
- c. streamlining of, and adherence to, the reporting procedures between the concessionaire and the project authority, which may also include an MIS;
- d. assessment of performance against laid down standards;
- e. remedial measures and action plan for curing defaults, especially when performance standards are not fulfilled;
- f. imposition of penalties in the event of default;
- g. levy and collection of user charges based on approved principles;
- h. progress of on-going disputes and arbitration proceedings, if any; and
- i. compliance with the instructions of the project authority or Independent Engineer, as the case may be.
- j. Handling matters affecting the interests of the public exchequer in relation to the expenditures and revenues arising from the PPP project.

The cell will be staffed by 3 main positions which could be further suffused with junior positions. The job description of the positions are as under.

Team Leader

The team leader will be responsible to ensure that all the projects being tracked are progressing as per plan. S/he would also approve documents submitted by the concessionaires/developers, track delays and propose corrective measure. The team leader would also share information from time to time with the CRDA authorities and act as a bridge between the developer and the authority. The team leader will send notices and information to the developers on a timely basis to ensure compliance.

In order to achieve the above s/he will

- Allocate work among team members and provide guidance regularly
- Plan, schedule and control activities to fulfill identified objectives applying technical, theoretical and managerial skills to satisfy project requirements.
- Coordinate functional perspectives from within and outside project teams.

- Ensure project documentation is conveyed to relevant stakeholders on time.
- Consult and lead efforts of individual, team, client and other resources associated with project activity.
- Ensure risks have appropriate mitigation and contingency plans.
- Ensure alignment on project goals and deliverables.
- Lead risk management within project management team

Ideal experience: Understanding of PPP Concessions & concept of risk sharing between private & public entity. Experience of working with Government bodies like NHAI or equivalent or experience of working as an Independent Engineer in PPP projects, contract management & conflict management experience; has to be technically sound to resolve Engineering issues faced by developers & to review and approve DPRs. Must know the intent & execution of clauses existing within Concession Agreements/Sale Agreements/Lease Agreements.

Qualifications: The position must be a strong leader, with experience in PPP projects at a senior level capable of both developing a strong PPP Unit and engaging with public and private sector stakeholders for successful execution of private sector projects within the ambit of APCRDA by timely resolution of issues & effective handling of contractual obligations from both private & public partners.

- 10 to 15 years of successful and verifiable experience in as a senior management position with a reputable consulting firm or multi – national corporation or an entity of the government.
- Preferably a candidate with a graduate degree in Engineering & post graduate qualification in Finance or Management.
- Track record of proven management expertise in corporations of global repute.
- Must have a track record of successful execution of projects where both public & private sector are involved & have a role to play.
- Must be able to lead large teams with complex task requirements.
- Must be able to analyze and solve complex problems, and must be adept at dispute resolution between multiple stakeholders bringing them to a common understanding.
- Must have a balanced personality with excellent communication and interpersonal skills.
- Should ideally be a senior resource from within the Government or outside.

Technical & Project Management Expert

The technical expert will review all technical reports. He will appraise the report and convey his findings to the team leader. He will also need to summarise the findings and alert team leader to technical slippages in the project. Further he will need to also propose corrective measures for technical issues. S/he will ensure all project documentation is updated and ensure that scope, schedule and costs are reasonable.

The Technical Expert will be responsible for the frontline operations in so far as this relates to project appraisal, monitoring progress and technical assistance to developers undertaking concession projects. S/he will continuously interact and liaise with independent engineer & project developers and ensure facilitation of the project approvals & execution. Detailed functions of the Project Appraisal Specialist are listed below:

- Monitor and report internally on the progress of each assigned project.
- Perform such other tasks assigned by the Team Leader as may become necessary.

Qualifications: The position must be a mature, driven and a hands-on problem solver. Key qualifications required are listed below:

- Preferably 7 - 10 years of successful and verifiable experience in a senior project management & project engineer position preferably in a private sector company.
- A graduate in Civil Engineering or any other relevant engineering degree. A post-graduation in Construction management is desirable with PMI Certification or any other requisite Project Management Certification of repute.

- Must be experienced in working on PPP projects as a technical expert either with Independent Engineer or any private consulting company, or an infrastructure development company
- Must be able to analyze and solve complex problems
- Must have a balanced personality with excellent communication and interpersonal skills
- Must be able to work independently as well as part of a team

Commercial Expert

The commercial expert will ensure all the commercial commitments of Government and Private developers are met. He will approve the revenue share calculations and other payment obligations of the developer. In the event of delays or specific requests made by the developer he may study the consequences and advise the team leader on contractual & legal matters. The expert will also be responsible for estimating the payments when clauses pertaining to delays, terminations, and performance deficiencies are triggered. The expert will:

- Ensure that the government's explicit and implicit fiscal obligations are being addressed.
- Contribute to the development of the Management Information System to in terms of developing a database of relevant legislative and regulatory material, global best practice and development of standardized contractual provisions and security documents in line with the Agreements signed with private parties.
- Contribute to the development of PPP Methodologies.
- Hire and brief outside financial advisors as necessary when deemed fit.
- Perform such other tasks as assigned by the Team Leader as may become necessary.

Qualifications: The Commercial Expert must be a mature, driven and a hands-on problem solver. Key qualifications required are listed below:

- Must have at least 5 years of successful, verifiable and relevant experience in a project finance & commercial environment, preferably in any Investment firm or Infrastructure financing company, with a thorough knowledge of PPP projects.
- An MBA in Finance or any post graduate qualification in finance from an institution of repute.
- Must be a good manager who is driven and proactive.
- Must be able to analyze and solve complex problems.
- Must have a balanced personality with excellent communication and interpersonal skills.
- Must be able to work independently as well as part of a team.

Location: Vijayawada

Date of Joining: Immediate joining