

**EMPLOYMENT NOTIFICATION No. 6/2017**

**Andhra Pradesh Capital Region Development Authority: Vijayawada**

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**Rc.No. HR/2396/2017**

Notification is hereby issued for the following position in APCRDA, Vijayawada on contract basis.

Applications are invited from the eligible candidates for the following post to work on contract basis for an initial period for one year extendable up to Three years.

S. N o.	Division	Name Of the Position	No. Of. Posts	Educational qualification	Experience in relevant field (in years)	Competencies Required
1	Planning	City Livability Expert	1	Masters in Urban Planning/ Urban and Regional Planning/ Architecture/ Sustainability/ Sustainable design management/ environmental planning or must have passed Associateship examination of Institute of Town Planners of India with 1. B.E./ B. Tech Civil or Civil Environmental Engineering / 2. B. Planning. / 3. B.Arch. /4. graduate study in Environmental science	10-15	for Details visit APCRDA website

Online application is available in the website [www.crda.ap.gov.in](http://www.crda.ap.gov.in). Only online applications are accepted. The online applications can be submitted from 23 .09.2017 to 07.10.2017.

For further details please visit the web site [www.crda.ap.gov.in](http://www.crda.ap.gov.in)

Sd/- Commissioner,  
APCRDA, Vijayawada.

Date: 22.09.2017  
Place: Vijayawada



## Job Description for City Livability Expert in Planning Department

Division	Section	Designation	Educational Qualification	Exp.
Planning	Urban & Regional Planning / Urban Design & Architecture	City Livability expert	Masters in Urban Planning/ Urban and Regional Planning/ Architecture/ Sustainability/ Sustainable design management/ environmental planning or	10 – 15 years
			OR	
			must have passed Associateship examination of Institute of Town Planners of India with 1. B.E./ B. Tech Civil or Civil Environmental Engineering / 2. B. Planning. / 3. B.Arch. /4. graduate study in Environmental science	

### TASKS

#### **City liveability**

- Support design, engineering and construction teams on green building projects and initiatives
- Develop or execute strategies to address the “human” and “environment” metrics of the city - such as sustainability, health, well-being, energy use, resource conservation, recycling, pollution reduction, waste elimination, public transportation, Non-motorized Transport, pollution-control, education, and building design.
- Develop methodologies to assess the viability or success of sustainability and city liveability initiatives.
- Research city liveability and environmental sustainability issues, concerns, or stakeholder interests.
- Monitor and evaluate effectiveness of sustainability programs.
- Evaluate and approve all city proposals from a sustainability and city liveability perspective.
- Develop, or oversee the development of, sustainability evaluation or monitoring systems.
- Direct sustainability program operations to ensure compliance with environmental or governmental regulations.
- Develop reports, presentations, or proposals for supplier, employee, academia, media, government, public interest, or other groups.
- Review sustainability program objectives, progress, or status to ensure compliance with policies, standards, regulations, or laws.
- Formulate or implement sustainability campaign or marketing strategies.
- Identify and evaluate pilot projects or programs to enhance the sustainability research agenda
- Work with multi discipline groups e.g. Architecture, Landscape, engineering information systems, planning, transportation and economists
- Prepare and coordinate LEED documentation, facilitate the LEED certification process, GRIHA Certification
- To support the authority / organization with project support and green building rating systems, energy and day light modelling.

#### ***General functions***

- Present reports and other findings.

- Provide professional planning assistance to LBs on varied land use projects.
- Implement, evaluate communication plan.

#### **Relevant Experience:**

- 10-15 years of professional experience specifically in sustainability consulting, management, green building Consulting, LEED/GRIHA/IGBC Projects or other related experience in the consulting industry and /or private or public sector.
- Working knowledge of the primary aspects of sustainable design, HVAC systems LEED AP (BD+C) Accreditation
- Experience in sustainability projects and can show verified experience facilitating and managing the LEED /certification programme and GRIHA programme and other Green building initiatives and sustainability concepts.
- Working knowledge of standards, codes and rating systems associated with sustainability and energy performance,

#### **KNOWLEDGE**

- **Administration and Management** — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modelling, leadership technique, production methods, and coordination of people and resources.
- **Ability** to balance various project and organization responsibilities and deadlines while maintaining professionalism and quality.
- **English Language** — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- **Design** — Knowledge of design techniques, tools, and principals involved in production of precision technical plans, blueprints, drawings, and models.
- **Building and Construction** — Knowledge of materials, methods, and the tools involved in the construction or repair of houses, buildings, or other structures such as highways and roads.
- **Law and Government** — Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.
- **Geography** — Knowledge of principles and methods for describing the features of land, sea, and air masses, including their physical characteristics, locations, interrelationships, and distribution of plant, animal, and human life.
- **Communications and Media** — Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.
- **Customer and Personal Service** — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- **Transportation** — Knowledge of principles and methods for moving people or goods by air, rail, sea, or road, including the relative costs and benefits.
- **Sociology and Anthropology** — Knowledge of group behaviour and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.
- **Education and Training** — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

## SKILLS

- **Active Listening** — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- **Reading Comprehension** — Understanding written sentences and paragraphs in work related documents.
- **Critical Thinking** — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- **Judgment and Decision Making** — Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- **Speaking** — Talking to others to convey information effectively.
- **Systems Analysis** — Determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes.
- **Writing** — Communicating effectively in writing as appropriate for the needs of the audience.
- **Active Learning** — Understanding the implications of new information for both current and future problem-solving and decision-making.
- **Complex Problem Solving** — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- **Social Perceptiveness** — Being aware of others' reactions and understanding why they react as they do.

## ABILITIES

- **Oral Expression** — The ability to communicate information and ideas in speaking so others will understand.
- **Oral Comprehension** — The ability to listen to and understand information and ideas presented through spoken words and sentences.
- **Written Comprehension** — The ability to read and understand information and ideas presented in writing.
- **Written Expression** — The ability to communicate information and ideas in writing so others will understand.
- **Deductive Reasoning** — The ability to apply general rules to specific problems to produce answers that make sense.
- **Problem Sensitivity** — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- **Speech Clarity** — The ability to speak clearly so others can understand you.
- **Inductive Reasoning** — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- **Speech Recognition** — The ability to identify and understand the speech of another person.
- **Information Ordering** — The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).

## TOOLS & TECHNOLOGY

### Tools used.

- **Global positioning system GPS receiver** — Global positioning system GPS receivers
- **Laser printers**
- **Notebook computers**
- **Personal computers**

### Technology used.

- **Analytical or scientific software** — Citi labs TRANPLAN; ESRI What if?; Location allocation decision support system LADSS software; Scientific Software Group ModTech
- **Computer aided design CAD software** — Autodesk AutoCAD software; Bentley Micro Station; Tangible Media Group Luminous Table; Urban Sim software, Revit
- **Desktop publishing software** — Adobe InDesign; Adobe PageMaker
- **Graphics or photo imaging software** — Adobe Freehand; Adobe Illustrator; Adobe or Photoshop software; Graphics software
- **Map creation software** — Criterion Planners INDEX; ESRI Arc Info; Plan Graphics Citywide GIS Utility; Spatial decision support systems SDSS software
- **Spreadsheet software** — IBM Lotus 1-2-3; Microsoft Excel and MS Office skills with emphasis on MS Word, Excel spread sheets and power point

## WORK CONTEXT

- **Electronic Mail** — “Every day.”
- **Telephone** — “Attend all calls”
- **Face-to-Face Discussions** — “Every day.”
- **Work With Work Group or Team** — “Extremely important.”
- **Deal With External Customers** — “Extremely important.”
- **Letters and Memos** — “Every day.”
- **Contact With Others** — “Contact with others most of the time.”
- **Duration of Typical Work Week** — “More than 40 hours.”