

**APPOINTMENT OF  
PROJECT ENGINEER**

**ICZM PROJECT, STATE PROJECT MANAGEMENT UNIT, ODISHA**

*108-Surya Nagar, Unit-VI, Bhubaneswar-751003*

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Integrated Coastal Zone Management Project on behalf of its Project Executing Agency, Housing & Urban Development Department wants to hold recruitment for the post of a Project Engineer to be engaged on contractual basis, initially for a period of one year which may be extended on the basis of requirement of the project and satisfactory performance. Applications are invited from eligible candidates for filling up of the post as per the details mentioned below.

Name of the Post	Qualification and Experience	Appointing Project Executing Agency and Place of Posting	Remuneration
Project Engineer  1 (One Post)	Degree in Mechanical Engineering / Civil Engineering / Environmental Engineering or MBA in Urban Management with 3 years relevant experience.	Paradeep Municipality under H&UD Dept. at Paardeep	Rs. 25,000/- per month (consolidated)

Eligible candidates with required qualification and experience are required to apply along with updated CV, Photocopies of certificates, mark sheet and one passport size photograph so as to reach this office in above address latest by 05:00 PM on 02.03.2013. Detail ToR indicating qualification, experience, job requirement and monthly emolument etc. are available in the website [www.iczmpodisha.org](http://www.iczmpodisha.org). The experience criteria may be relaxed in case of suitable candidate. The Authority reserves the right of accepting/rejecting any or all application without assigning any reason thereof. No personal query will be entertained.

**Project Director  
ICZMP, Odisha**

# **Terms of Reference of Project Engineer in Paradeep Municipality**

## **1. Background:**

The Government of Orissa in partnership with Government of India has initiated a project to achieve the goal of sustainable utilization of coastal areas without causing any notable degradation of its' habitats and deterioration of the eco-system and avoid the adverse impact of unplanned and incompatible development. As one of the components of the national initiative through integrated coastal zone management(ICZM) approach like in states of Gujarat and West Bengal, the approach is being piloted in Orissa. This component will include capacity building of the state level agencies and institutions, including preparation of an ICZM plan for the coastal sediment cells that include the stretches of Paradip-Dhamra and Gopalpur-Chilika, including a regional coastal process study, and pilot investments. It has adopted Integrated Coastal Zone Management practices in managing the coastal zone activities.

State Project Management Unit of Integrated Coastal Zone Management Project , has been formed under the Department of Forest and Environment ,Government of Orissa and will implement the Orissa component of this national initiative .The project envisages execution through primary and secondary institutions from the State Project Unit to the Community Level Groups

## **2.Objectives of the Project:**

The overarching objective of the project is to provide for best long- term and sustainable use of coastal natural resources and for perpetual maintenance of the most beneficial natural environment through full involvement of all the stakeholders through a comprehensive and integrated programme. In order to do so the underlying objectives of the project include:

- To assist the Gol in building national capacity for implementation of comprehensive coastal management approach in the country, and piloting the integrated coastal zone management approach in states of Gujarat, Orissa and Wes Bengal.
- To build state level capacity to manage coastal zone issues is a necessary complement to the national level capacity building, given the constitutional division of responsibilities between the state and national governments. Three states were chosen to pilot the ICZM approaches with a view to replicating it in all the coastal states in future.
- The key outcome indicators will be
  - (i) The existence of an appropriate national institutional structure for guiding and coordinating implementation of ICZM approaches,

- (ii) The number of “knowledge benchmarks” showing improvement according to end-users of knowledge services,
- (iii) The number of completed pilot ICZM activities demonstrating cross-sectoral and spatial integration; and
- (iv) The number of other ICZM Plans initiated to replicate the lessons learnt.

**The initiatives proposed under ICZM Project, Orissa has following objectives**

- Formulation of Integrated Coastal Zone Management Plan for the State
- Coastal Erosion and Associated Oceanographic Processes
- Vulnerability to Disaster
- Biodiversity Conservation
- Livelihood Security
- Pollution/ Environmental Quality Management
- Improvement and Conservation of Cultural/ Archaeological Assets

The initiative under the PEA- The Paradeep Municipality is to carry out “solid waste disposal and processing” for the urban area of port city Paradeep with following objectives.

- To strengthen the existing solid waste management programme of the ULB to provide pollution free living condition to the urban dweller.
- Augmentation of systematic collection, segregation at the source, transportation, scientific disposal and processing of solid waste to minimize the environmental and other health hazard.
- Refine and strengthen SWM strategy by conducting need assessment in micro settings and ward levels
- To ensure proper institutional arrangement of regular surveillance for proper coordination and effective management

**3.Organisation and Implementation Structure:**

The overall responsibility for project implementation and coordination for the component designed for the state rest with the Integrated Coastal Zone Management Project - ,State Project Management Unit which has been established to serve as a coordinating agency . The State Steering Committee(SSC) is the apex body chaired by the Chief Secretary, Government of Orissa while the Principal Secretary, Forest and Environment is the Vice-Chairman.and includes representatives of various implementing departments and civil society. The Project Director of ICZM State Project Management Unit (SPMU) will act as the Convener of SSC.

**The Project Executing Agency(PEA):–**

Paradeep Urban Local Body headed by the Chairperson and the Council members is the Sole policy making body under the O.M. Rule implemented by the H & U.D. Department, Government of Orissa for Paradeep Municipality. The objectives are to implement various developmental programmes of State Government as well as the Central Government and provide basic urban facilities to the people residing under urban jurisdiction in Paradeep municipality. The Municipal Authority shall within the territorial area of the Municipality, be responsible for the implementation of the

provisions of this project and for any infrastructure development; for collection, storage, segregation, transportation, processing and disposal of Municipal Solid Wastes.

#### **4.Objectives of the Assignment are:**

The objective of engaging a Project Engineer is to support the Nodal Officer, ICZM Component- cum-Executive Officer Paradeep Municipality during preparation, implementation, and supervision of project activities on engineering and commercial aspects. The project activities include:

1. Preparation of an Integrated Solid Waste Management (ISWM) Action Plan implementation options including public private partnership mode, covering different components of Solid Waste Management (SWM) for Paradeep town
2. Preparation of a techno economic feasibility report including financial feasibility for the overall project which could be used for selection of a private sector operator.
3. Bid Process Management for carrying out the transaction for selection of the SWM private sector operator for the selection option for the project implementation.
4. Coordination of all functions towards implementation of the Project by the selected Operator.

#### **5.Job Description**

He / She will be responsible for

- Overall coordination of Project activities; ensuring timely collection, coordination and dissemination of all information / instructions both from and to Nodal Officer/SPMU/Transaction advisor/ Operator upon selection
- Coordination of physical activities and financial management; support facilitation for execution of all paper works relating to the Projects; monitoring of project planning, execution, evaluation, report writing, drafting of all letters, providing guidelines to Operator
- Coordination between different stake holders, other line departments for effective implementation of the SWMP.
- Assist the Nodal Officer in the implementation and financial management of the Project
- Coordinate with Procurement/Financial Management specialists of the SPMU as and when required.
- Liaise with the Selected Operator on routine basis for Project Implementation.
- Coordinate & support workshops, meetings and seminars, etc.
- Ensure establishment and operation of Management Information Systems (MIS) for the Project sub-component.
- Project Financial Monitoring and Budget versus Expenditure analysis
- Be responsible to the Nodal Officer and work closely with other members of the Project/ SPMU.
- Revise and update instructions to operator with regard to finance/ general management.

- Monitor the activities of the Selected Operator and its performance and required to inspect the works frequently.
- Be responsible for transmission of Project Account on time with assistance of Accountant.
- Prepare PERT chart for execution plan in order to monitor the execution and coordinate both the construction and quality control aspects and advise the operator in execution to ensure in time execution of quality works.
- Ensure the coordination of engineering activities and other activities during preparation and implementation.
- Any other item as required during the execution, is required to provide assistance, co-operate and work as a team with other experts, associates, internal or external, involved with the implementation of ISWM Project.
- Proper upkeep and record of measurement included in contract, supplies received from all sources and scrutiny of invoice raised by the Operator.
- Any other work assigned by the Project Nodal Officer from time to time.

**6. Essential Qualifications:**

Qualification	Experience
Graduate in Mechanical Engineering/Civil Engineering/Environmental Engineering/MBA in Urban Management	<ul style="list-style-type: none"> <li>• Should have minimum of 03 years of post qualification experience in the field of engineering and project supervision</li> <li>• Experience of project implementation in Urban sector would be an added advantage</li> <li>• Experience in project planning, monitoring and supervision is desirable</li> <li>• Experience of working with the Govt. agency and external funding agencies is desirable.</li> <li>• Computer skills in MS Office, MS Excell and AutoCAD are essential</li> </ul>

**7. Skills and Attributes:**

- Excellent understanding of technical input going in preparation of project designs, estimates and implementation.
- Understanding of the good execution practices, observing designed standard of quality including use of modern techniques in project implementation.
- Knowledge of maintaining site record on works
- Knowledge of recording measurement and bills of quantities preparation.

- Ability to monitor, evaluate and analyze the activities.
- Ability to work effectively in a multidisciplinary team
- Willing to travel extensively
- Excellent documentation report writing and presentation skills.

**8.Terms of Post :** The post is purely temporary & may be extended beyond initial period of one year on satisfactory performance & need of the Project. The candidate after engagement cannot claim for permanent absorption in the Project or any State Government Deptt./Govt.Ageency.

**9.Remuneration:**

INR 25,000 per Month