

1. TOR for the post of Monitoring & Evaluation Specialist

Essential Qualification:

Bachelors Degree in Engineering, Master's degree or equivalent, Professional certifications related to project management and related tools like primavera/MSP shall be an added advantage

Experience:

- Minimum 10years' experience in M&E of large scale transportation projects (projects including technical advisory, research and programme management), infrastructure projects.
- Experience of working with reputed infrastructure/management consulting firms. Project related to Port & Marine and river infrastructure will be given preference (mainly having experience in any National Waterways project).

Competencies Required:

- Excellent knowledge report evaluation and management techniques.
- Skills in the management of handling data/deliverables, including formulation of strategies, and development, implementation, monitoring and evaluation.
- Ability to establish and maintain good working relationships with government counterparts, consultants and development partners.
- Strong analytical skills and strategic thinking
- Good presentation, communication, advocacy, report writing and negotiation skills.
- Other Skills and experiences: Computer proficiency in Ms Word, Excel, and Power Point.
- Knowledge of Six Sigma and Earn Value Management.

Key Job Responsibilities:

- Responsible for Providing technical inputs required for successful execution of the World Bank assisted Assam Inland water Transport Development project
- Review reports of technical studies/surveys prepared by appointed consultants and provide recommendations for improvements. Review of strategic, feasibility and safeguards studies for preparation of the project and its proposed investments.
- Monitoring, supervising and expediting the progress of the individual components under the project implementation plan.
- Review information dashboard / brief monthly progress reports to periodically appraise the project status (on procurement, construction, environmental and social management, etc.) and any existing/perceived issues that need to be resolved for successful and timely implementation of project.
- Provide technical inputs related to inland water transport during preparation of tender documents for construction.
- Maintain track of documents/versions/MOMs/communication and relevant letters related to consultant reports and make them available to the team when ever needed for ready references.
- Participate in review and evaluation of technical proposals submitted by consultants/contractors.
- Review and assist in preparation of TOR (terms of references) for the necessary assignments.

- Any other duties assigned by the authority.

Period of Service:

The contract shall be initially for a period of 1 (one) year with a provision of further extension on an annual basis up to the end of the project, subject to satisfactory performance as assessed by the State Project Director, AIWTD Society.

Remuneration:

Indicative consolidated remuneration will be in the range of Rs. 120,000/- to Rs. 150,000/- per month. Depending on qualification, experience and competency of the candidate, the salary is negotiable. Exact remuneration payable will be determined as per HR Policy of AIWTDS.

2.TOR for Environmental Specialist

Essential Qualification:

- Master's/Post Graduate Degree in Environmental Planning / Environmental Engineering / Environmental Sciences or relevant disciplines.

Experience:

- Minimum 8 years of experience in conducting EIA, environment modelling and preparing Environment Management plans
- Strong understanding and past experience of implementing World Bank Environmental Safeguard policies and ESHS guidelines
- Field experience in assessing project site issues, vulnerabilities/risks, as well as supervising/inspecting/monitoring projects during implementation to mitigate and monitor environmental impacts
- Experience of working as environmental official/expert for major Infrastructure projects preferably in the IWT sector
- Proficiency in use of Computers to manage data base and generation of reports, with overall good communication skills (in English and Hindi); knowledge of Assamese language is preferable

Competencies Required:

- Strong conceptual, analytical skills with clarity of thought process and problem solving skills.
- Ability to work under tight deadlines.
- Excellent organizational skills.
- Ability to work independently as well as in a team.
- Strong communication skills with the ability to clearly and concisely convey necessary information, explain reasoning, and support conclusions using data and facts.

Job Responsibilities:

- Assist AIWTDS in Environment Studies, EIA and EMP in successful execution of Projects
- Preparation of TOR and Bidding documents for Hiring of Consultant firms for EIA and EMP studies
- Provide assistance for enhancing co-ordination during site assessment etc.
- Provide evaluation, oversight and co-ordination during preparation of Environmental Screening, EIA, EMP reports and other relevant reports, formats, checklists and guidelines
- Ensure integration of EIA/EMP/SIA findings in engineering design and bidding documents

- Assist in assessment of fauna including fish and benthic diversity and flora and impact of vessel movements on aquatic life and river ecology
- Compilation of pollution monitoring data, reports preparation and co-ordination with the monitoring agencies
- Prepare plan for trust building exercise between the communities and AIWTDS
- Assist and guide AIWTDS for information dissemination and proper disclosure of documents
- Capacity building activities for AIWTDS including general training of AIWTDS Officials and Contractors on environmental aspects of waterways transportation; classroom and on-site (including preparation of training material); intensive training to selected/designated field Officials of the State Government and Environmental Officers of the Contractors
- Preparation of checklists/guidelines for sustainability of practices/ long term usage by AIWTDS
- Supervision and monitoring to ensure compliance of environmental aspects with particular reference to preparation of status/monthly/quarterly reports for AIWTDS and the World Bank on environmental aspects (such as regulatory clearances, EMP implementation, afforestation programmes etc.); preparation of compliance reports on observations/ reports of the Environment and Forests of State Governments/ Ministry of Environment and Forests (Govt. of India) (as required); preparation of compliance/completion reports of each phase; and review of reports submitted by the Contractors and/or Supervision Consultants
- Co-ordination with Government departments and Agencies for clearances
- Any other duties assigned by the State Project Director or Additional State Project Director

Period of Service:

The contract shall be initially for a period of 1 (one) year with a provision of further extension on an annual basis upto the end of the project, subject to satisfactory performance as assessed by the State Project Director, AIWTD Society.

Remuneration:

Consolidated Remuneration will be in the range of Rs 120,000/- to Rs. 150,000/- per month. Depending on qualification, experience and competency of the candidate, the salary is negotiable. Remuneration payable will be determined as per HR Policy of AIWTDS.