

**राज्य नगरीय विकास संस्थान,  
डा. आर.एस. टोलिया उत्तराखण्ड प्रशासन अकादमी, नैनीताल**

संख्या : 19/SIUD/00/05

दिनांक 26 अप्रैल, 2025

**विज्ञप्ति**

राज्य नगरीय विकास संस्थान, डा. आर. एस. टोलिया उत्तराखण्ड प्रशासन अकादमी, नैनीताल के अन्तर्गत निम्न पद पर नितान्त अस्थाई (On Contract)/अनुबन्ध के आधार पर रखे जाने हेतु आवेदन पत्र आमंत्रित किये जाते हैं:-

क्र.सं.	पदनाम	संख्या	मसिक मानदेय
1	उप कार्यक्रम निदेशक (क्षमता संवर्द्धन) <b>Deputy Programme Director (Capacity Building)</b>	01	84,000.00

- उक्त पद नितान्त अस्थाई (On Contract) एवं अनुबन्ध आधारित हैं। पद की अवधि परियोजना के अग्रेत्तर वर्षों व अनुदान स्वीकृत होने की दशा में आगे बढ़ाये जाने पर विचार किया जा सकता है। किन्तु इस हेतु आवश्यक है कि सम्बन्धित अभ्यर्थी का कार्य एवं व्यवहार उत्तम हों।
- अभ्यर्थी की तैनाती होने पर किसी भी समय संस्थान की महत्वता के अनुरूप मानव संसाधनों की योग्यता व गुणवत्ता उच्चीकरण की आवश्यकता होने पर पुनः विज्ञापन जारी किये जाने पर विचार किया जा सकता है।
- सम्बन्धित अभ्यर्थियों को आवेदन हेतु अपना बायोडाटा, संदर्भित प्रमाण के साथ स्वहस्ताक्षरित कर संलग्न करने अनिवार्य होंगे। चयनित होने पर आवेदक को जिलाधिकारी/ उपजिलाधिकारी द्वारा प्रदत्त चरित्र प्रमाण-पत्र प्रस्तुत करना अनिवार्य होगा।
- पद का विस्तृत विवरण **परिशिष्ट-1** में संलग्न है।
- इच्छुक अभ्यर्थी, अपना आवेदन पत्र (वांछित स्वप्रमाणित अभिलेखों सहित) दिनांक 26 मई 2025 की सांय 05:00 बजे तक सी.ई.ओ., राज्य नगरीय विकास संस्थान, डा. आर.एस. टोलिया उत्तराखण्ड प्रशासन अकादमी, नैनीताल के नाम पर पंजीकृत डाक से अथवा ई-मेल (siud.uaoa@gmail.com) के माध्यम से प्रेषित कर सकते हैं।

सचिव,

राज्य नगरीय विकास संस्थान,

डा.आर.एस.टोलिया उत्तराखण्ड प्रशासन अकादमी, नैनीताल।

पिन-263001

## **Dr. R.S. Tolia Uttarakhand Academy of Administration, Nainital State Institute of Urban Development (SIUD)**

### **ABOUT SIUD:**

A State Institute of Urban Development (SIUD) is has been established in Dr R S Tolia Uttarakhand Academy of Administration.

The institute focuses on the areas of research, capacity building and dissemination of knowledge for the urban sector in Uttarakhand and also for hilly regions of India. SIUD conducts research in emerging themes such as issues and challenges in urbanization in Uttarakhand, urban policy and planning, water and sanitation, municipal finance and governance, land economics, urban mobility issues, livelihoods and migration, disaster mitigation, environment and climate change. SIUD would be engaged in inter-disciplinary research, create networking with other organizations and institutions for suggesting sustainable solutions for hilly areas.

In order to augment its capacities the institute is inviting applications for the Following positions

### **1. Position: Faculty - 01 No. (Deputy Programme Director (Capacity Building)) (On Contract)**

Role: The incumbent shall be responsible for carrying out all activities required for successfully conducting trainings of SIUD and other programmes sponsored by other agencies.

#### **Key Responsibilities/Activities expected to be performed by the individual:**

- A. Preparation and presentation of Training and R&D Proposals.
- B. Coordinate with various Ministries at the National and State level for scouting projects.
- C. Identification of Partners (National/ International) for strategic tie-ups.
- D. Arrange meeting with top management of strategic partners.
- E. Training Activities:
  - Preparation of programme outline and schedule
  - Development/ Collection of training resources.
  - Coordinating with government departments for participation.
  - Coordination with resource persons
  - Preparation of Programme Report, Feedback Analysis and report etc.
  - Capable of taking sessions on multiple areas related to Urban development and Management

#### **Skills and Qualifications:**

- Suitability to undertake the responsibilities mentioned above;

#### **Mandatory Requirements:**

- A Masters level degree in engineering/ social work/ environmental Sciences/ urban planning/ urban development/ Management or a bachelors level degree in engineering with a post graduate diploma in Urban development from recognized university.
- Age as on 1st April 2025 : upto 65 years
- 05 years of work experience preferably in the field of capacity building of Urban Functionaries and/or research and development activities.

**Preferred Requirements:**

- Out of 5 years' experience 02 years' experience working in organizations of national/ international repute would be given extra weightage.
- Hands-on project management experience, an ability to efficiently manage many activities simultaneously, a flair for problem-solving and an ability to self-navigate;
- Proven understanding of Urban Missions/ programmes/ schemes launched by central and state government.
- Ability to translate technical and cross-country knowledge into practical applications;
- Understand of relevant cross sectoral areas like water and sanitation, livelihood, migration etc. and how they are interrelated;
- Good social, analytical, inter -personal and planning skills;
- Excellent written and oral communication skills.

**Remuneration Rs 84,000/pm (consolidated)**

