

Office of the Director
Directorate of Municipal
Administration



Government of Karnataka

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No.CMAK/Recruitment/2017-18

Date: 14/11/2017

**APPLICATIONS INVITED FOR THE POSITIONS IN DMA
(Under AMRUT & SBM), CMAK & KMDS**

Director, Directorate of Municipal Administration (DMA) and General Secretary, City Managers Association Karnataka (CMAK) and Karnataka Municipal Data Society (KMDS) invites applications from interested eligible candidates for the below positions in DMA (AMRUT & SBM), CMAK & KMDS on contract basis.

Designation	No. of Post	Organisation / Project	Qualification	Consolidated Remuneration per Month
Water & Sanitation Expert	1	CMAK	M.Tech / BE in Civil / Mechanical / Env. Science with 3-5 years experience Knowledge of Water and Waste Water Management, RWH, STP / TTP, UGD, Septage and sludge treatments. Overall urban sanitation. Preparation of DPRs, City Sanitation Plan and capacity building.	Rs.50,000
SWM Expert	1	CMAK	M. Tech / BE in Environmental Science with 3-5 year experience Knowledge of Solid Waste Management rules, Implementation of Municipal Solid Waste Management, Process technology, DPR preparation, Evaluation and Assessment of SWM practices. Overall SWM implementation in ULBs and capacity building.	Rs.50,000
Finance & Accounting Expert	1	CMAK	MBA in Finance with M.Com / B.Com degree in Accounting and Software Skills with 3-5 year experience Experience in municipal finance & auditing, Evaluating urban infrastructure investments, Helping city governments to use arrange of options for financing projects. Experience to advice and train staff in municipal finance, project finance and resource mobilization, public private partnerships. Technical know-how of DPR, Tender & RFP / EOI document preparation.	Rs.50,000

Welfare Expert (Master of Social Work)	1	CMAK	<p>Post Graduate / Graduate degree in Social Work with 3-5 year experience</p> <p>Experience in poverty reduction programmes involving Social Development & establishment/monitoring / Maintenance of community infrastructure and housing schemes, Community mobilization, Capacity building and experience in Social Development work. Technical know-how of DPR, Tender & RFP / EOI document preparation.</p>	Rs.50,000
Infrastructure Expert	1	CMAK	<p>Post Graduate or Graduate degree Diploma in urban planning /civil engineering with 3-5 years experience</p> <p>Experience in urban infrastructure and a strong background in public housing sector. Urban planning with landscaping, water supply, UGD, and sanitation. Experience in designing and managing municipal infrastructure projects. Familiar with the rules and procedures of the RERA and Urban Local Government. Technical know-how of DPR, Tender & RFP / EOI document preparation.</p>	Rs.50,000
Interns (Internship Assignment)	4	CMAK	<p>Any Graduates</p> <p>Students / research scholars / fresher to take short term assignments (Full time for 3 months) under SWM, Water & Sanitation, Energy conservation, Public policy, Urban Governance & Reforms.</p>	Rs.10,000
MIS Specialist	1	DMA (Swachh Bharat Mission-SBM)	<p>M.Tech / BE in Computer Science / Electronics / MCA in IT, M.Sc in Computer Science with 5 years experience</p> <p>Experience in software development, project management, database management, MIS etc. Ability to work in a team and train staff to use system and assist in day to day issues related to IT. Technical know-how of DPR, Tender & RFP / EOI document preparation.</p>	Rs.55,000
Procurement Specialist	1	DMA (Swachh Bharat Mission-SBM)	<p>Post Graduate or Graduate degree Civil Engineering with 5 years experience</p> <p>Experience in procurement procedures with knowledge of project preparation, contract and project management. Candidates should have knowledge of e-procurement procedures, Government procurement procedures, KTPP Act, 1999 and rules 2000 and use of GoK approved standard bidding documents for procurement. Technical know-how of DPR, Tender & RFP / EOI document preparation. Experience in Govt. Procurement Departments will be given weightage.</p>	Rs.55,000


SWM Expert	1	DMA (SBM-BBMP)	M. Tech / BE in Environmental Science with 8-10 years experience Experience in assessing, monitoring, and mitigating environmental impacts of urban infrastructure investments, urban infrastructure and strong background in public health, engineering, sanitation and waste management. Ability to assist BBMP to set standards and procedures for ensuring quality and monitoring compliance. Familiarity with legislative framework of Indian environment. Experience of work on multilateral supported projects. Liaisoning between BBMP and DMA and to put up robust documentation for facilitating deliverables under SBM.	Rs.75,000-1,00,000
Municipal Finance Specialist	1	DMA (AMRUT)	MBA in Finance with M.Com / B.Com degree with 3-5 years experience Experience in Municipal Finance Management Skills to evaluate Urban Infrastructure- Investments, and helping City Governments to use a range of options for financing projects. Experience to advice and train staff in Municipal- Finance, Project Finance and Resource Mobilization, Public Private Partnerships etc.	Rs.55,000
Accounting Consultant	7	Karnataka Municipal Data Society (KMDS)	B.Com degree with Computer literacy with 10 years experience (25 ULBs per consultant) Experience in Auditing and Accounting. Responsible for mentoring validating the accounting process of ULBs along with continuous internal audit	Rs.30,000
Accounts Executive	2	Karnataka Municipal Data Society (KMDS)	B.Com degree with Computer literacy with 3-5 years experience Experience in Auditing and Accounting, Drafting letters, Assisting in organizing and handling training programs relating to accounts & audit. Monitoring & hand holding the accountants in ULBs of Karnataka with respect to accounts & audit process. Assisting in preparation of reply/compliance to audit queries, legal issues, etc. Verification of accounts & audit reports from ULBs & reporting on the same. Liaison with Government offices and other departments/ organizations on submission and approval of files/papers.	Rs.20,000

Other terms :

1. Knowledge of MS office, proficiency in English and Kannada language & Field related travel is a must for all the positions. Details about the scope of work is available in the concerned websites.

2. **For CMAK Positions** : The detailed resume should be sent to e-mail om@cmakarnataka.com (Complete Personal information with Contact details, Qualification, Marks and Experience details) and by post to ;
The Coordinator, City Managers' Association, Karnataka, No.42, "Sanjeevini" 4th Cross, Malleswaram, Bengaluru - 560 003. For more details browse www.cmakarnataka.com/careers
3. **For DMA (AMRUT) Positions** : The detailed resume in prescribed format and one page note on "Why you are suitable candidate for the position" must be submitted to ;
The Joint Director (Development), Directorate of Municipal Administration, 10th Floor, V.V. Towers, Dr. Ambedkar Veedhi, Bengaluru - 560 001. Applications should be downloaded from www.municipaladm.gov.in/careers
4. **For DMA (SBM) Positions** : The detailed resume in prescribed format and one page note on "Why you are suitable candidate for the position" must be submitted to ;
The Executive Engineer (SWM), Directorate of Municipal Administration, 10th Floor, V.V. Towers, Dr. Ambedkar Veedhi, Bengaluru - 560 001. Applications should be downloaded from www.municipaladm.gov.in/careers
5. **For KMDS Positions** : The detailed resume in prescribed format must be submitted to ;
The Joint Director (Reforms), No.4, IT Park, Rajajinagar Indl. Estate, Bengaluru - 560 004. Applications should be downloaded from www.mrc.gov.in/careers.

The candidates should send their resumes on or before **04.12.2017 by 5:00 pm**.


Director, 14/11/2017
Directorate of Municipal
Administration