

# Terms of Reference (TOR) – Sr. City Transport Consultant

## Job brief

The primary responsibility as Senior City Transport Consultant is to develop transportation strategies that encompass the needs of all transport users including pedestrians and cyclists, and which consider environmental, efficiency and safety issues.

## Education Qualification & Experience:

- Full time regular B. Arch/ B.E Civil / B. Plan with Post Graduation in Urban Planning / Transport Engineering / Transport Planning
- At least 5 - 10 year experience in relevant field, preferably in Urban Sector.
- Communication skills in English and Hindi are essential.

## Scope of work:

- Developing potential solutions to problems such as congestion.
- Designing research methods and survey techniques.
- Modelling traffic flows using mathematical techniques and specialist computer applications.
- Simulating transport problems using computer models, and working out solutions.
- Preparing reports and publications.
- Giving presentations about proposed transportation options.
- Staying knowledgeable about other state government transport and planning policy.
- Analysing and interpreting data gathered from transport studies.
- Forecasting the impact of new developments.
- Looking at schemes to manage traffic.
- Studying accident 'black spots' to design road safety improvements.
- Writing reports for funding bids and planning authorities.
- Acting as an expert witness during public enquiries.
- Assist city officials in Bus Procurement process, city level policies/reforms, prototype finalization and strategy to operate buses.
- Prepare RFP/TOR for appointment of Bus Operators, TIMCC, Advertising, Bus Stands/Depots, Bus Stops, etc in all the cities and help COO's in Bidding, Position Bidding process, MOA signing, supervision and monitoring.
- Prepare Urban Transport Road Map for improvements in Urban Transport scenario in the state. Conceptualize master plan for transport improvements in all 378 ULBs of the state. (State Public Transport Master plan/Regional Master plan)
- Constitute a dedicated Urban Transport Body (PMU) at state level to assist cities in urban project projects
- Implement pilot projects
- Undertake Route Rationalization planning studies in 20 cities.
- Formulate Service Level Benchmarking for the cities to follow:-
  - Operationalize newly formed SPVs.
  - Organize capacity building Training programs for City Level officials and SPVs
  - Prepare Branding master plan of city bus system via stakeholder consultant, etc
  - Prepare a Monitoring, evaluation and supervision plan for city bus services and other urban transport projects implemented.



## Skills Required:

- The ability to think around a problem and problem solving skills
- Good project management skills
- Excellent communication skills
- Confidence in dealing with people
- Report writing and presentation skills
- Good Hindi & English drafting skills
- Good negotiating skills
- A knowledge of computer modelling software
- An understanding of transport issues
- A commitment to continuous professional development

## Working Conditions

- Consultants usually work in an office environment but the purpose of the project may sometimes take them to non workplaces.
- Consultants work a standard work week but may be required to work some evenings and weekends to meet project milestones.

## Other Details

- Contract Period: Initially till 30<sup>th</sup> June 2018, may be further extended, depending on individual performance.
- Monthly Remuneration: 65,000/- P.M
- Age Limit: Maximum 55 years
- No. of Post: 1

## Important Instructions

- The decision of the City Manager's Association, Madhya Pradesh in all matters relating to eligibility, acceptance or rejection of the application, mode of selection will be final and City Manager's Association, Madhya Pradesh will not entertain any enquiry or correspondence in this regard.
- City Manager's Association, Madhya Pradesh reserves the right to cancel any/all vacancies without assigning any reason thereof. The number of vacancies is likely to increase or decrease keeping in view with the requirements.
- Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process.
- Canvassing of any kind, shall disqualify the candidate.

## Walk-in Requisites:

- Bring filled application form, which can be downloaded from the Website of CMAMP.
- The application must be supported with Detailed CV (with candidate's signature) and copy of self attested document as mentioned below:
  - Mark sheets with Degree (10<sup>th</sup>, 12<sup>th</sup>, Graduation and Post Graduation),
  - Experience certificate: From the last & current Employer
  - Copy of any other certificates/ Awards/Achievements
  - Two Passport size photo.
  - Original Testimonial for verification

