



SURAT SMART CITY DEVELOPMENT LTD.
Office Address: 1st Floor, Surat Municipal Corporation South
Zone Office, Udhna, Surat-394210



Purely on Contractual Basis Recruitment Notice

Walk-in-Interview

Surat Smart City Development Limited hereby invites individual professionals for the **Walk-in-Interview** for following position under the 'CITIIS Challenge' purely on contractual basis for 11 months:

Sr. No.	Name of Position	No. of Post
1	Environmental and Social Nodal Officer (ESNO)	01

For more details about the position, please visit websites – www.suratmunicipal.gov.in | www.suratsmartcity.com | www.suratiilab.org.

Date & Time of Walk-in-Interview: Wednesday, 05/07/2023 at 12:00 PM

Reporting time: 09:00 AM to 11:00 AM

Venue: Room No.88, SMC Headquarter, Mugalisara, Surat

SSCDL/ADV/OUT/ No. 01
Date: 27/06/2023

Sd/-
Chief Executive Officer
SSCDL

Job description and details of the post

Position: Environmental and Social Nodal Officer (ESNO)

No. of Post: 01 (One)

Type of Appointment: Contractual appointment for 11 months

Qualification & Experience

- a) Post Graduate in Planning/Social science from recognized University.
- b) A Minimum 03 Years of practical/project experience in the field Environment and social Assessments in projects and programme.
- c) Demonstrate through understanding of environmental and social context in the country/state/city and experience working with government departments with respect to environment and social impact assessments and development of management plan.
- d) Working knowledge of environment and social safeguard instruments and policies of international funding organizations such as World Bank and the Asian Development Bank.
- e) Familiarity with tools and methodologies for environment and social risk assessment in the context of project formulation, implementation and monitoring.
- f) Strong communication skills and ability to liaise with various stakeholders and ability to conduct stakeholders consultations.

Roles & responsibilities

- Carry out screening of identified sub projects for environmental and Social (E&S) risks including gender risks using the checklists given by the CITIIS program Management Unit(PMU) and based on requirements given by Ministry of Housing and Urban Affairs (MoHUA) and Government of India (GoI) In addition to this, ensure that the checklist is uploaded on the CITIIS Management Platform (CMP) as per the specified timelines.
- E&S classified of proposed sub projects into A,B and C categories and ensure that it is uploaded on the CITIIS management Platform (CMP) for review and approval by the PMU.
- Identify scope of impact assessment and prepare Environmental and social Impact Assessment (ESIA), Environment and social Management Plan (ESMP), Resettlement Action Plan (RAP), and Gender Action Plan (GAP) as per requirements of national/state/local legislations and relevant international practices and special assistance to be given for compensation and assistance to vulnerable groups.
- With guidance from the PMU (Mentors/Experts/ E&S safeguards Specialist) carry out engagement of stakeholders and report the same in the CMP.
- Establish and maintain Grievance Redressal Committee (GRC) at the city level.
- Obtaining approvals from PMU and the required clearances from state governments/ local government/ any other as necessary prior to launch of procurement processes for works and contracts. Ensure that approved ESIA/ ESMP and RAP annexed to the procurement process and awarded contract documents to the contractors.
- Ensure implementation of RAP(relocation and full compensation) prior to the initiation of civil works, with special consideration given for compensation and assistance to vulnerable groups.
- Ensure implementation of ESMP and GAP during the project cycle; implementation of GAP during project cycle.

- Update information continuously and as required on the PAPs, local community and other stakeholders on the construction works, E&S impacts and implementation of the mitigation measure; and maintain grievance redressal mechanism and committee (GRC).
- Attend E&S Safeguards Trainings and workshop conducted by the CITIIS PMU.

Type of Appointment

Contractual Appointment (11 months)

Compensation

Rs. 50,000/- to Rs. 60,000/- fixed per month considering the educational qualification/ working experience & performance of the candidate during the personal interview.

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Venue: Room No.88, SMC Headquarter, Mugalisara, Surat

Important Note:

Interested Candidates must have to report at the above venue between 09:00 AM to 11:00 AM for document verification.

Required Documents

Candidates must also bring all original documents (hard copy) as mentioned below and one self-attested photocopy of these documents and 2 (two) passport size colour photographs at the time of document verification before personal interview without fail:

1. School Leaving Certificate
2. 10th |12th |Diploma | Graduation Mark sheet and Degree Certificate | Post-Graduation Mark sheet and Degree Certificate in support of education qualification requirement as stated in the recruitment advertisement.
3. All Experience Certificates on Employer's letterhead, including that of current role/ongoing job/own ventures in support of experience requirement as stated in the recruitment advertisement.
4. AadhaarCard
5. Other relevant documents, if any

Please note that if candidate fail to present required original documents then he/she will not be eligible for the Personal Interview.