

# **Job Description**

## **Technical Adviser - NUDM**

### **About the National Institute of Urban Affairs**

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of the Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for the urban sector in India. NIUA's broad objective is to bridge the gap between research and practice on issues related to urbanization. For more than 40 years now, NIUA has been the vanguard for contributing to and building the urban narrative for a fast-evolving urban India. The Institute has been actively working on bringing forth key areas of concern for urban India in order to build the urban discourse at various urban scales. It has utilized its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously striving to develop sustainable, inclusive and productive urban ecosystems in the country. It has emerged as a thought leader and knowledge hub for urban development in India and is sought after by both Indian and international organizations for collaborations and partnerships in India's urban transforming journey. NIUA is committed to aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programmes.

### **About the National Urban Digital Mission(NUDM)**

Ministry of Housing and Urban Affairs (MoHUA) has launched the National Urban Digital Mission (NUDM) to facilitate the electronic delivery of municipal services to citizens across all towns and cities of the country. The Centre for Digital Governance (CDG) at NIUA is the anchor agency for the National Urban Digital Mission.

NUDM aims to strengthen the capacity of India's states and union territories to leverage digital technology and e-governance to address critical urban challenges and facilitate the online delivery of municipal services across all ULBs. The Mission will contribute to the States' and Union Territories (UTs)' own efforts to improve the quality of services in emerging cities.

Further, NUDM aims to enable the state / UT administrators and city managers to focus on developing policy frameworks and change management through capacity building. This can be accomplished by leveraging NUDM frameworks across three contexts – People (roles, actions, capabilities, etc); Processes (standardisation of policies and processes, working methodologies, security audits etc), and Platforms i.e., digital infrastructure ("ready-to-use" national-level platform, with open reference modules, open APIs, etc). UPYOG (Urban Platform for delivery of Online Governance) provides a comprehensive suite of tools and functionalities that assist urban local bodies and municipal corporations in planning, monitoring, and evaluating various aspects of urban development. The platform offers modules for project management, financial management, asset management, citizen services,

and performance monitoring. With UPYOG, authorities can streamline their operations, track project progress, manage budgets, and deliver improved services to citizens. The platform promotes data-driven decision-making, enabling urban planners and administrators to make informed choices and enhance the overall quality of urban infrastructure and services.

### **Position Overview:**

We are seeking a highly knowledgeable and experienced Technical Adviser to join our team. As a Technical Adviser, you will play a crucial role in providing expert guidance, consultation, and support to the organization and its stakeholders on technical matters. Your main responsibilities will revolve around analyzing complex technical issues, proposing solutions, and assisting in the decision-making process.

The ideal candidate should have a strong technical background, exceptional problem-solving skills, and the ability to communicate technical concepts effectively to both technical and non-technical audiences. As a Technical Adviser, you will be a key resource in ensuring that our organization stays at the forefront of technological advancements, making informed decisions, and implementing effective strategies.

### **Responsibilities:**

1. **Technical Consultation:** Provide expert technical advice and guidance to the NUDM leadership, management, and stakeholders on a wide range of technical matters. This may include platform development, infrastructure, security, emerging technologies, and more.
2. **Strategic Planning:** Collaborate with senior management to develop and refine the NUDM's technical vision, strategies, and roadmaps. Assist in setting and achieving technical goals aligned with overall mission objectives.
3. **Technology Assessment:** Provide guidance in assessment to enhance efficiency, performance, and innovation.
4. **Problem Analysis and Solutions:** Analyze complex technical challenges and propose practical and effective solutions. Work closely with cross-functional teams for implementation of these solutions successfully.
5. **Risk Management:** Identify potential technical risks and vulnerabilities in projects and systems. Advise on strategies to mitigate and manage these risks effectively.
6. **Industry Research:** Stay up-to-date with the latest trends and developments in the technology industry. Share insights and best practices with the team to enhance technical capabilities.
7. **Training and Knowledge Sharing:** Conduct workshops, training sessions, and knowledge-sharing initiatives to help build technical expertise within the organization.

### **Qualifications:**

1. Bachelor's or Master's degree in Electronics & Communication /Computer Science, Information Technology, or a related field. Advanced certifications in relevant technologies are a plus.
2. Proven experience of 20+ years in IT/ICT domain with 10+ years in a combination of technical advisory /digital platform development/ systems architecture/ large ICT infrastructure management.
3. Strong expertise in multiple technology domains, such as ICCG, IT Infrastructure, data analytics, IT Platforms, etc.
4. Exceptional skills in public procurement, Standards and framing policies.
5. Excellent communication skills, both verbal and written, with the ability to communicate complex technical concepts to non-technical stakeholders.
6. Strong leadership and interpersonal skills, with the ability to work effectively in a collaborative team environment.
7. Demonstrated experience in developing and executing technical strategies to drive e-Governance and City Operations.
8. A passion for continuous learning and staying abreast of technological advancements and industry trends.
9. Proven ability to work in a fast-paced environment and manage multiple projects simultaneously.

#### **Duration of monthly engagement**

15 working days or actual no. of days of support, whichever is lower.

Join us as a Technical Adviser and contribute to shaping our technical landscape and driving innovation across the organization.

NIUA is an equal opportunity employer. We value diversity and encourage candidates from all backgrounds to apply.

**Location: New Delhi**