

The logo for the Indian Institute for Human Settlements (iihs) is located in the top left corner. It consists of the lowercase letters 'iihs' in a white, sans-serif font, with a registered trademark symbol (®) to its upper right. The logo is set against a dark red rectangular background.

iihs®

INDIAN INSTITUTE FOR
HUMAN SETTLEMENTS

JOB DESCRIPTION

Consultant - Solid Waste Management,
Practice Programme

About Us

The Indian Institute for Human Settlements (IIHS) is a national knowledge institution committed to the equitable, sustainable, and efficient transformation of Indian settlements.

IIHS aims to establish an independently funded and managed distinct national university of eminence focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will be a unique and distinct institution that will host quality campus-based education and cutting-edge research and innovation. The university will have a strong interdisciplinary orientation bringing together India-centric knowledge and applied research that also engages with, and draws from, knowledge across the globe. For more information, please see <http://www.iihs.co.in>

About the IIHS Practice Programme

The IIHS Practice Programme aims to demonstrate capacity for innovation and change in order to influence and enable urban transformation and translate learning from practice into policy as well as research and teaching-learning material. It provides strategic/ policy advisory, implementation support, and knowledge management services to national and state governments, public, parastatal and municipal agencies, international development agencies, as well as private firms at the interface of human settlements and urbanisation. This work spans a range of areas, including urban governance and planning, municipal and infrastructure finances, land governance, housing, sustainable buildings, water and sanitation, solid waste management (SWM), transport and mobility, energy, as well as climate change and risk and resilience.

Job Description

The IIHS Practice Programme is looking for an experienced and dynamic full-time professional to work with its SWM team. The Consultant will support the team in providing strategic advisory, project management and implementation support services for improving the efficiency of SWM services in various locations. S/he will support the team in tracking sector trends and outlook, identifying strategic opportunities, developing concept notes, pitch decks, and proposals, and anchoring and executing project opportunities in partnership with government, NGO, and industry partners.

The candidate should have experience of project management and monitoring; and demonstrated skills in data collection, proposal and report writing, and making presentations.

Activities and Tasks

Responsibilities would include, but not be limited to, the following:

- Identification of strategic opportunities in SWM, scoping and developing ideas, propositions, and compelling pitch notes and decks;
- Preparation and submission of technical and financial proposals, including responses to competitive bids for government agencies, multilateral and bilateral agencies, Foundations, and CSR and ESG initiatives;
- Offering technical services for SWM advisory projects including conducting field work, data collection, and preparation of technical reports;
- Managing implementation of SWM projects undertaken by IIHS, including working with entrepreneurs, waste segregators, farmers, citizen groups, SWM plant managers, ULBs, and other stakeholders, to achieve project goals;

- Project management, including regular monitoring and data collection to demonstrate performance against objectives and best practices;
- Report writing and documentation of project activities including preparation of project progress reports and project outcome reports;
- Participating in training, research and consulting activities in the environmental services (waste water management, sanitation, SWM, septage and drainage) and public health domains;
- Continually improving and developing skillsets and keeping abreast of new developments, technologies, policies and regulations in the SWM domains;
- Carrying out general management tasks as and when required including engaging in research, field work, and mentoring and supervising associates and interns;
- Tracking of relevant Practice projects and conversations and organising information on them to enable effective programme and project management;
- Providing support to other IIHS activities including academics, research, training, practice, operations and others;
- Participating in all activities of Institution-Building at IIHS; carrying out tasks as assigned by IIHS; and travelling on IIHS work within or outside the country as and when needed.

Structure and Reporting

The Consultant – Practice (SWM) will report to the Senior Consultant – Practice or to any other person designated by the Chief of Practice at IIHS and will be required to collaborate effectively with a diverse group of internal teams and external individuals/ organisations and students.

Person Specification

The ideal candidate should have:

- An advanced university degree (Master's degree or equivalent) in a field related to SWM;
- At least 10 years of relevant experience in solid waste, waste water, sanitation and public health projects;
- Demonstrated experience of excellent analytical writing, editing, and presentation design skills, with the ability to communicate technical content in engaging and readable forms;
- Willingness to travel extensively as required both within and outside the country;
- High proficiency with computer applications such as MS Word, MS Excel and MS PowerPoint;
- Excellent relationship management, team-building and interpersonal skills, and an ability to work in inter-disciplinary, cross-sectoral teams;
- Professional to native-level fluency in speaking, writing, and reading in English and a second Indian language, preferably Tamil.

This offer is on an exclusive basis, which implies that other professional assignments (whether compensated or not) that bear a potential conflict of interest with IIHS cannot be undertaken.

The search will remain open until the position is filled.

Location

This position is based in Bengaluru and may entail travel to other locations in India.

Review and Assessment

The role and performance of the incumbent shall be subject to normal review and assessment systems at IIHS.

Diversity Policy

IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

To apply

If you are interested to explore this opportunity with us, please fill the online application form by clicking [here](#). (You can also click on the “Apply Now” button at the end of the Job Description displayed on the website).

Contact

Please write to us at hr@iihs.co.in if you need any clarifications while filling the online application form.



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