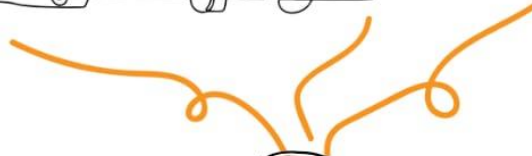
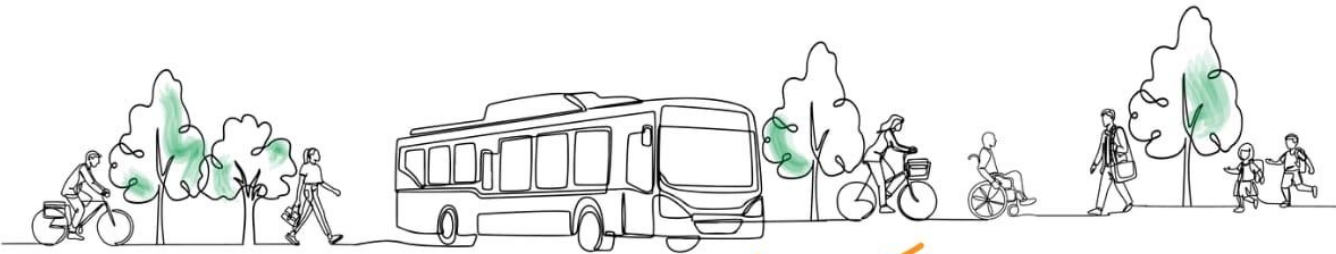


We're Hiring



Junior Transport Expert



1-2 years of experience in
Transport/Urban Planning

New Delhi

Job Title: Junior Transport Expert – New Delhi

The current vacancy is for the SUMACA project of Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). The technical cooperation project, **Sustainable Urban Mobility – Air Quality, Climate Action, and Accessibility (SUM-ACA)** aims to enable national, state, and municipal institutions to promote climate and environmentally friendly, low emission and socially balanced urban mobility systems.

The project's objective is to address key pressing mobility issues through its multi-actor, multi-pronged approach that is embedded in working with local governments to develop local, socially just, climate-friendly, and innovative solutions, while ensuring constant learning and capacity development and the formalization of procedures initiated as a part of the project. It also presents an opportunity to strengthen the much-needed linkages between addressing environmental quality and climate concerns by drawing clear lines between existing transport and environmental policies, institutional and individual capacities, data collection methodologies, and eventual health impacts. SUM-ACA directly contributes to India's efforts to achieving its National Determined Contributions as part of the Paris Agreement and towards the achievement of the 2030 Agenda and particularly Sustainable Development Goals 5, 11 and 13.

Responsibilities:

The Expert will assist in managing the operational, technical, and communications aspects of urban mobility projects. The role involves supporting in research and provide technical inputs, contributing to project monitoring, reporting, and communication with stakeholders.

1. Project Coordination & Administration

- **Support contract management:** Assist in drafting and managing contracts for national and international short-term experts.
- **Scheduling and logistics:** Coordinate meetings, workshops, and other project-related activities, ensuring effective communication among all stakeholders.
- **Documentation:** Maintain accurate records of meetings, workshops, and key project activities, and support the preparation of reports and presentations.

2. Technical Support & Research

- **Research and analysis:** Conduct background research on urban mobility planning (e.g., Comprehensive Mobility Plans, Clean Air Action Plans, non-motorized transport plans) and governance to support project deliverables.
- **Quality assurance:** Provide technical inputs and support quality checks on selected deliverables from short-term experts.
- **Content creation:** Contribute to the development of communication materials, such as presentations, newsletters, social media posts, and project reports, to showcase project activities and results.

3. Reporting & Knowledge Management

- **Progress reports:** Help in preparing quarterly/bi-annual progress reports for internal and external stakeholders, ensuring that they meet required standards and deadlines.
- **Knowledge products:** Contribute to the creation of knowledge and communication materials that highlight project activities and achievements.

4. Stakeholder & Team Coordination

- **Liaison with stakeholders:** Act as the day-to-day contact point between the project team and external partners, ensuring effective coordination.
- **Team meetings:** Organize and document regular coordination meetings (both virtual and in-person) with consultants, project partners, and the GIZ team.
- **Capacity-building support:** Assist in the planning and delivery of team workshops and training sessions to enhance team capabilities and ensure alignment with project goals.

Qualifications:

- Master's degree in Transportation Planning, Urban Planning, or related field.
- 1-2 years of experience in urban mobility, transport planning, or communications is preferred.

Key Skills Required:

- Proficiency in preparing clear and concise reports with actionable recommendations.
- Experience in creating engaging presentations with visual aids.
- Proficiency in graphic design software (e.g., Adobe Creative Suite) to create visually appealing graphics and infographics.
- Strong skills in data analysis and interpretation using tools like Excel, ARCGIS, QGIS, etc.
- Excellent verbal and written communication skills in both Hindi and English.
- Ability to collaborate effectively with team members and stakeholders.
- Strong organizational skills to manage multiple tasks and meet deadlines effectively.

Location and Duration:

The position will be based in **New Delhi** and may entail travel to other cities as necessary.

Remuneration:

EUR 500 to 600 per month, depending on qualifications and experience.

How to Apply:

To apply, please send your CV, Statement of Purpose (SOP), and a writing sample (500-700 words) on the topic "**Challenges and Opportunities for Promoting Non-Motorized Transport in Indian Cities**" to faraz.ahmad@gfa-group.de with the subject title "**Junior Transport Expert, New Delhi**" by **September 15, 2024**.

Important Notes:

- Applications received after **September 15**, will not be considered.
- Please ensure the subject line is strictly followed as instructed.
- Applications without SOP and writing sample will not be considered.
- CV should not be more than 2 pages.