

Ref No. SPAV/A-CUPCB/RECRUITMENT-PROJECT/2025/04

Date: 11.07.2025

**NOTIFICATION FOR SELECTION OF PROJECT OFFICERS &
PROJECT INTERN (Purely on Contract basis)
To be Hired Under Projects at A-CUPCB-SPAV**

Applications are invited for the following contractual positions of "Project Officers-Planning and Project Intern-Planning" for the following projects, as summarized below. The candidates once selected, shall be working under the said projects for which they are hired. These projects are currently in execution under the AMRUT Centre of Urban Planning for Capacity Building at SPA, Vijayawada (A-CUPCB-SPAV).

Table 1. Opportunity Details:

Sl.No.	Project Code*	Designation and Code	Duration	Essential Qualification	Monthly Remuneration	No.of Post
1	CAR_24_01	Project Officer - Planning (PO_CAR_24_01)	3 Months	B. Plan / B. Arch with 1 year experience OR Master's in Planning / Master's in Urban Design	Rs. 50,000/- (Consolidated, subject to TDS as per prevailing rules)	01
2		Project Intern - Planning (PI_CAR_24_01)	3 Months	B. Plan / B. Arch	Rs. 20,000/- (Consolidated, subject to TDS as per prevailing rules)	01
3	CAR_24_02	Project Officer - Planning (PO_CAR_24_02)	3 Months	B. Plan / B. Arch with 1 year experience OR Master's degree in Architecture OR M.Plan (Environmental Planning or Urban Planning or Urban & Regional Planning)	Rs. 50,000/- (Consolidated, subject to TDS as per prevailing rules)	01

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योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

				<p>- from a recognized university or equivalent.</p> <ul style="list-style-type: none"> • <u>Desirable:</u> Knowledge of ENVI-Met software. • City Energy Analyst (CEA) software • QGIS and other Spatial & Energy Analysis tools. 		
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Role & Responsibility of the Project Officer(s) - Planning and Project Intern(s) - Planning:

The Project Officer(s) and Project Intern(s) would be required to –

1. Report at SPA Vijayawada campus in person during the period of engagement
2. Undertake report writing, formatting, conduct literature review and data analysis.
3. Facilitate communication among stakeholders, including government agencies and research team, to gather inputs and foster engagement for the project.
4. Go on site-visits, conduct or supervise primary / secondary surveys, whenever required.
5. Collaborate with team to achieve project objectives timely.
6. Arrange stakeholder meetings and workshops as and when required.
7. Make presentations, as and when required.
8. Any other work, assigned from time to time.

Terms and Conditions

1. Interested candidates fulfilling the qualification requirements as mentioned above can apply online, **within the deadline of July 25th 2025, 5PM** by filling the online application forms available at - <https://acupcb.spav.ac.in/work-with-us/>.
2. Applicants should upload all necessary documents, portfolio, and writing samples, as desired in the application form. Any application, which is incomplete in any sense, is liable to be summarily rejected.



3. A candidate wishing to apply at multiple positions; need to apply and fill the forms separately for each project, by uploading all necessary documents separately, within the stipulated deadline.
4. Shortlisted candidates will be called for an online interview and the exact dates for the interview shall be communicated to the applicants.
5. Candidates having prior in-depth knowledge in the themes of the projects, and who have worked in the relevant themes or have relevant practical experience, are desirable.
6. Candidates, if selected, require to join the project team and report to the project leader, within a week of announcement of results.
7. An application by a candidate, who fulfils the minimum eligibility criteria, may still be rejected by Competent Authority without assigning any reason whatsoever.
8. The engagement for this notification in the said positions as given in table 1, is purely contractual and temporary, wherein the appointed officers shall be hired specific for the projects. The engagement is not for the recruitment directly under the A-CUPCB-SPAV, but only for the projects.
9. The engagement is purely on contract basis and no way related to the permanent employment at SPA Vijayawada.
10. Female and PWD candidates are encouraged to apply, and if found with requisite merit, shall be preferred.
11. The concerned selected officers shall report to the Principal Investigator and shall abide by the rules of the project, the rules of the A-CUPCB-SPAV, and the rules of the School of Planning and Architecture Vijayawada.

Contact

- For any doubts or clarification related to recruitment, please write to - projects.acupcb@spav.edu.in
- For any doubts or clarification related to individual projects, please write to the concerned principal investigator of the respective projects - <https://acupcb.spav.ac.in/projects/>

