



Job Description: City Manager

About WASH Institute

Water, Sanitation and Hygiene Institute (WASH Institute), established in 2008, is a non-profit organization, dedicated to providing practical solutions to tackle a wide range of water, sanitation, hygiene and environmental issues in India and the neighbouring countries. WASH Institute aims to build the capacities of the sector through programs that provide a) training and academic courses, b) technical advisory and consultancy services, and c) grass roots community WASH programs.

WASH Institute has been conducting extensive training programs for government functionaries, private sector professionals, NGOs, and other practitioners with the objective of effective WASH implementation across the country under its WASH Academy vertical. In addition, our academic campus offers Diploma and Master level courses in sanitation, under affiliation to a leading university.

As part of our WASH Advisory vertical, we provide technical support services to central, state, and local governments in both urban and rural areas to support implementation of Swachh Bharat Mission (SBM) and Jal Jeevan Mission (JJM). Our community WASH vertical is executing WASH infrastructure for underserved communities in 17 locations across 8 states and 1 Union Territory in India.

We are a multi-disciplinary team that tackle complex multi-faceted problems of behaviour change, quality of service, and sustainability of WASH interventions. We are looking for experienced professionals to work with us towards our vision of “a world where all the communities have access to safe, protected and sustainable drinking water and sanitation services, with improved hygiene practices”. We are looking for experienced professionals to join our vibrant team.

About Project

WASH Institute has been providing technical assistance (TA) to Ministry of Housing and Urban Development (MoHUA) since 2015 for the implementation of Swachh Bharat Mission-Urban (SBM-U). With the funding support from Bill & Melinda Gates Foundation, in its third phase of the TA support, WASH Institute is assisting the ministry to implement SBM 2.0. The objective of SBM 2.0 is to enable 4000+ cities in India to become ODF++ through three key initiatives: a) Toilet 2.0; b) Manhole to Machine hole; and c) Used Water Management (UWM). While the UWM initiative seeks to ensure safe management of used water and other two initiatives aim to mechanize & professionalize sanitation service delivery (Manhole to Machine hole) and redefine inclusive and sustainable sanitation (Public and Community toilets) in India. SBM 2.0 seeks to take urban India to the next level of 'Swachhta'.

In collaboration with MoHUA and the foundation, WASH Institute is executing a workplan for 2023-24 on the three initiatives to accelerate implementation of SBM 2.0. The workplan will design and implement the three components in ten towns and lessons learnt will inform policy/strategy changes for the implementation of SBM 2.0 for 4000+ cities in India. The project will develop sets of documents (guidelines, tenders, etc.) to propel other cities in the path of safe and sustainable sanitation.

Position	City Manager
Number of vacancies	12
Locations	<ol style="list-style-type: none"> 1. Madurai, Tamil Nadu 2. Palani, Tamil Nadu 3. Dhenkanal, Orissa 4. Mapusa, Goa 5. Ranchi, Jharkand 6. Lucknow, Uttar Pradesh 7. New Barrackpore, West Bengal 8. Mavelikara, Kerala 9. Bundu, Jharkand 10. Nainital, Uttarakhand 11. Medchal, Telangana 12. Chunar, Uttar Pradesh
Desired Qualification and Experience	Degree in social sciences / Engineering / urban planning / management planning with 3-5 years of experience
Type of employment	Contract
Duration of contract	Project specific or one year, whichever is higher with possibility of extension

Key Roles and Responsibilities:

The City Manager will be an integral part of the project team and shall serve as the single point contact for entire project staff for all project-related activities in the town. He/She shall report to the Project Manager and support the Project Team on project related activities and any other operations and development across the Institute's focus areas. The detail roles and responsibilities are:

- Establish and manage relationships with key stakeholders in the city/town;
- Work closely with respective ULB's designated nodal officer for sanitation work and project partners to support sanitation workers in the city;
- Liaise with Local and State level officials including other sectoral/parastatal agencies as and when required;
- Actively engage and contribute towards developing tailored solutions for the city/town for the three initiatives - a) Toilet 2.0; b) Man to Machine hole; and c) Used Water management;

- Provide periodic updates to the project team and support the team for data collection, data analysis and liaising with different departments;
- Assist training and capacity building team to organize trainings and workshops at the local level;
- Provide handholding support to city/town in issuing tenders and any other project related activities;
- Understand MIS database system and support the city/town in conducting periodic tracking;
- Support documentation and data creation at the city level and state level; and
- Supporting and rendering services as needed to the Project Team in the completing of project deliverables.

Preferred Qualification and Experience

- Degree in social sciences / Engineering / urban planning / management planning with a minimum of 3-5 years of experience in the field work.
- Relevant work experience with government / semi-government / autonomous organizations / NGOs will be desirable.
- Native level proficiency in the local language of the city/town opted.
- Knowledge of issues in liquid waste management, SBM 2.0 is necessary.
- Strong ability to interact with multi-disciplinary team of experts /consultants and facilitate oral and written communication.
- Maturity and confidence in dealing with the staff of government institutions at state and city level.
- Good command in English and Hindi with excellent writing and speaking skills in English and Hindi.
- Understanding of water and sanitation theme and issues is desirable and must have strong interest to work in the sector.

How to Apply?

Please share your response to <https://forms.gle/oiEg1HX4ipZHntMqZ> on or before June 18th, 2023. Only shortlisted candidates will be contacted.

WASH Institute is an equal opportunity employer and encourages women candidates to apply. WASH Institute does not discriminate candidates based on age, caste, class, sex, gender, religion, nationality, ethnicity, disability, and health.