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# MANPOWER REQUIREMENT NOTIFICATION (MRN)

**UNDER Central Architectural Wing / Division of APUIAML For Tourism PDMC**

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| **S. No.** | **Particulars** | **Description** |
| **1** | **Position** | Site Architect |
| **2** | **No. of Position** | One (01) |
| **3** | **Proposed Grade** | Senior Officer / Assistant Manager |
| **4** | **Mode (Consultant / Employee)** | Project Associate |
| **5** | **Academic / Professional Qualifications** | * Bachelor of Architecture (B. Arch) * Preference shall be given to candidates from Premier Institutions |
| **6** | **Post qualification experience (Specific requirement)** | * Minimum 5 years of professional experience in architectural planning, design, and execution of urban / tourism infrastructure projects. * Experience in designing buildings, landscapes, and public spaces with a focus on cultural, heritage, and eco-tourism themes. * Proficient in preparing architectural drawings, 3D visualizations, and construction detailing using AutoCAD, Revit, SketchUp, and other tools. * Hands-on experience in site analysis, feasibility studies, and preparation of tender and GFC (Good for Construction) drawings. * Involved in monitoring and reviewing the architectural design and implementation of ongoing project works to ensure quality and compliance with approved plans. |
| **7** | **Reporting to** | CAW Head /DH |
| **8** | **Salary / Fee range** | As per Industry Std |
| **9** | **Other expectations** | * Flexibility in working hours depending on urgency of work / delivery timelines * Flexibility in traveling |
| **10** | **Scope of Work**  **(If taking for more than a project, then**  **write Project wise** | * Lead the preparation of concept designs, master plans, and architectural drawings for tourism infrastructure projects. * Review and finalize Detailed Project Reports (DPRs) and ensure integration of site-specific design, sustainability, and heritage considerations. * Monitor and supervise the architectural design aspects of ongoing project works to ensure quality, timeline, and compliance with approved plans. * Coordinate with structural, MEP, and landscape consultants, as well as contractors and executing agencies, to resolve on-site design issues. * Conduct site visits for design validation, execution monitoring, and reporting of deviations or required modifications. * Assist in preparation of tender documents, GFC drawings, and BOQs related to architectural components. * Prepare presentations, progress reports, and design documentation for internal review and external approvals. |
| **11** | **Core Skills** | * Strong proficiency in AutoCAD, SketchUp, Revit, and Adobe Photoshop for drafting and visualizations * Preparation and review of DPRs, GFC drawings, BOQs * Site supervision and design monitoring ensure compliance with approved plans and specifications * Coordination with consultants (structural, MEP, landscape) and site execution teams * Working knowledge of sustainable design principles, building codes, and heritage regulations |
| **12** | **Gender specific, if any** | Neutral |
| **13** | **Location** | Vijayawada, Andhra Pradesh |
| **14** | **Any other point,**  **you would like to mention** | Prior exposure to government/consulting projects is desirable. |

**Note: Apply for the above said position through Standard CV Format (available at our website:** [**www.apurban.com/careers.php**](http://www.apurban.com/careers.php)**) along with detailed CV and send at: jobs@apurban.in (properly mention position name in subject line)**