



Andhra Pradesh Urban Infrastructure Asset Management Limited
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station, Vijayawada - 520 013
Website: www.apurban.com

MANPOWER REQUIREMENT NOTIFICATION (MRN) FORM

Under Project Support Services to APSAB

S. No.	Particulars	Description
1	Position	Architect Planner
2	No. of Position	1 (One)
3	Proposed Grade	Grade as applicable for 3 – 8 years (or above)
4	Mode (Consultant / Employee/Project Associate)	Project Associate
5	Academic / Professional Qualifications	B.Arch, M.Plan or Equivalent
6	Post qualification experience (specific requirement)	3- 8 years (or above)
7	Reporting to	DH, Special Projects
8	Salary / Fee range	As appropriate
9	Scope of Work (If taking for more than a project, then write Project wise SoW)	Attached as Annexure I
10	Gender specific, if any	Neutral
11	Location	Vijayawada
12	Any other point, you would like to mention	-

Background

Government of Andhra Pradesh is focused on improving the civic infrastructure of the State. Through various initiatives and schemes, Government is creating newer assets while also revamping or retrofitting existing assets. These include school buildings, hospital buildings, government office buildings, sports complexes, cultural centres, public utility buildings amongst other structures. Currently, multiple Government departments are executing these projects through their engineering wings. Each department, depending on the extent of requisite architectural expertise available, sanctioned budget, execution timelines and other such factors is adopting different architectural designs. This current form of system is to be improvised to yield optimized design efficiencies, adopt life cycle and cost-effective approaches, employ climate resilience and energy consciousness techniques, create coherence and uniqueness in building designs in the projects. In this context, there is a need to establish a mechanism at state level to support and strengthen the system for employing appropriate architectural framework in the process of planning, designing and executing building-projects. This shall ensure delivery of quality structures and proper utilization of State's resources.

For these purposes, Government has constituted 'Andhra Pradesh State Architectural Board' (APSAB) under the Finance Department and T R&B department with Hon'ble Finance Minister as Chairman to achieve the desired objectives.

Requirement – Documentation Specialist (Architect Planner)

APUIAML is offering Project Support Services to APSAB. As a part of the services, APUIAML is looking for an architect planner in Documentation Team. The incumbent will work with other members on Documentation Team closely coordinating with Design and Management Teams.

Minimum Requirements

- Preparation of Manuals, Reports, Presentations, Brochures and other content as required for the Board
- Understand architectural designs, concepts, specifications etc. prepared by other teams (Ability in designing and/or execution of architectural/civil works is an advantage)
- Develop content, flow etc. and articulate/write/prepare manuals/reports
- Expertise in Auto CAD and Photoshop
- Expertise in 3D software and other relevant software is an advantage
- Proficiency in MS Office tools (Word, Powerpoint, Excel, Word in particular) is mandatory
- Expertise in other 'documentation – software' is an advantage
- Prior work experience in Government Environment is advantage.

Note: Candidature other than that of Architect-Planner may also be considered for candidates meeting the minimum requirements as stated above.