

Terms of Reference (ToR)

Job Title: Business Development Specialist, TDF	Project : Urban Water Supply and Sanitation (Sector) Project
--	---

Service Period : 36 person month (Intermittent from July 2019- Dec 2023)	Report to: Executive Director, TDF
---	---

Job Purpose:

Actively contribute to the Town Development Fund (TDF) by supporting or leading Loan / Grant / Technical Assistance (TA) processing and administration, portfolio management, sector work and other general sector activities with focus on new business development utilizing Revolving Fund (RF) including Urban Water Supply and Sanitation (Sector) Project and other possible resources.

Scope of Works :

- Identification and feasibility studies of potential municipal infrastructure projects and preparation of project banks for potential future investment at the range of about 1 billion NPR per annum, besides the projects already agreed with GoN and DPs;
- Identification of new business sectors for TDF and make business development forecast accordingly;
- Project development of various municipal infrastructure projects to be financed through TDF in line with the business targets set by the Business Plan of TDF;
- Standardization of the feasibility studies including due diligences, designs and planning for various municipal infrastructure projects to be financed through TDF.

Main Tasks/Key Areas of Responsibility:

- Support in Marketing and Business Promotion of TDF by identifying the clients and the infrastructure projects based on the financing options of TDF;
- Identify the investment demand and thereby develop business promotion plan for TDF;
- Support in selecting and mobilizing the consultants for Feasibility Study, Detail Engineering, and construction supervision of the projects to be financed by TDF as per the Standard Operating Procedures (SOPs) and relevant procurement guidelines, as needed;
- Support for construction monitoring and post construction evaluation of the projects financed by TDF, as needed;
- Provide technical assistance and consulting services to the concerned municipalities and clients for project development and construction management of the projects, as needed;
- Prepare standards and criteria on various sectors of urban infrastructures projects for making appraisals of the projects to be financed by TDF;
- Facilitate and support municipalities and other clients for preparing project proposals such as Feasibility Study and DPR and support for preparing DPR of the projects as per the technical standards and criteria defined by TDF;
- Assess the current product mix and propose various product mix for servicing municipalities and respective entities;
- Support clients for identification, appraising and structuring of the potential projects under PPP approach and making linkage with potential private investors.

Output Requirements:

- Proposal for Business promotion of TDF including the new sectors, product mix and financing options;
- Study review, appraisal standards and monitoring of the projects as targeted by Business Plan of TDF;
- Appraisal standards preparation for TDF funding in municipal water, sanitation and environmental infrastructures;
- Review and preparation of detailed 5 year strategy and action plan for strengthening TDF's financial intermediation action in line with business plan;
- Business development forecast and preparation of project banks of TDF with necessary feasibility study targeting at least 1 billion NPR per annum beyond the projects already agreed with GoN and DPs.

Measuring Outputs :

- No. of projects/scope of loan financing identified, initiated and processed up to Financial Agreement (FA);
- Average time required from pre-appraisal, feasibility appraisal, and final appraisal of the projects;
- No. and scope of loan financing in new sectors and business areas.

Additional Responsibilities :

- In charge of all financial matters related to project appraisal/re-appraisal and of communication with LG/WUA on financial implications regarding initial project cost, cost variations and time extensions occurring during process of project planning and implementation;
- Responsible for coordinating and implementing the ID component related to debt services.

Delegated Authority:

Representing the TDF before clients, whenever assigned in-charge by the ED, e.g. during stakeholder meetings, presentations and other events.

Working Relationships:

- Within Finance and Human Resource (FHR) Department, coordinate the tasks of project appraisal division and section and project development division
- Within TDF coordinate FHR activities with those of PMTA, and PME.
- As directed by the ED, represent the TDF before third parties in all technical and debt service related issues.

Working Conditions and Environment/Physical Demands:

- Above Position is based in Kathmandu with frequent field visits to its project sites all over Nepal, as required.

Qualification Requirements :

- Preferably Masters' Degree in Civil Engineering or urban planning or architecture or any other relevant field with an experience of more than 12 years as an expert or mid-management level in concerned field, including 3 years of specific experience in infrastructure projects financed through international financial institutions like ADB, WB, and KfW etc.

Key Qualifications and Required Skills:

- Well-developed conceptual thinking skills related to urban infrastructure project development and operations management
- Experience and knowledge of various stages of the project cycle (project planning/ feasibility analysis/ detailed design/ project implementation/ construction supervision/ contract management)
- Working experience with local authorities, Water Users' Committees, Development Partners (DPs) such as WB, ADB, KfW etc.
- Sound knowledge of government administrative systems and procedures
- Experience in PPP project development
- Effective report-writing and communication skills

Terms of Reference (ToR)

Job Title- Financial Management Specialist, TDF	Project : Urban Water Supply and Sanitation (Sector) Project
Service Period : 36 person month (Intermittent from July 2019- Dec 2023)	Report to: Executive Director, TDF

Job Purpose:

- Actively contribute to the Town Development Fund (TDF) by Ensure no. of projects specified in annual budget and program of TDF appraised in terms of financial, economic and risk analysis;
- Supporting or leading Loan / Grant / Technical Assistance (TA) processing and administration, portfolio management, sector work and other general sector activities with focus on urban infrastructure financing and management, including urban water supply and sanitation sector.

Scope of Works:

- Support the director of FHR department for all financial matters related to project appraisal/re-appraisals of TDF and communication with Local Authorities, clients, GoN agencies and DPs;
- Support the FHR Department for coordinating and implementing the Business Restructuring Action Plan and Business Plan of TDF related to Project Appraisal Division;
- Ensure the target outputs as per the Annex (A) attached herewith by playing the role as a member of the team of the individual consultants appointed for the institutional development and implementation support for TDF.

Main Tasks/Key Areas of Responsibility:

- Maintain lasting relationships and continuous communication with LG/WUA to identify, screen, and evaluate solutions for loan financing schemes;
- Develop and implement concepts for strengthening LG/WUA skills in assessing and increasing their financing potentials and capacities in project evaluation and appraisal;
- Mentor, coordinate and evaluate the performance of Project Appraisal (PA), Treasury & Fund Management Division (TFM) Division throughout all steps of project appraisal and within budgets and project schedules specified in the TDF Business Plan;
- Enforce standard operational procedures (SOP) and appraisal mechanisms relevant for performance of Project Appraisal (PA), and coordinate with those of other departments (PMTA, FHR, PME);
- Ensure the appropriate safeguard measures before loan financing of TDF and monitor and safeguard consistently the delivery of high-quality and cost-efficient debt services to LG;
- Develop and implement concepts for working out problem loans and mitigating measures;

- Finalization of project appraisal manual and financial appraisal model for various sectors of financing through TDF including water supply and sanitation;
- Selection and borrowing capacity assessment of at least potential borrowers of TDF for financing in the water, sanitation and environmental infrastructure projects;
- Project appraisal of around 20 sub projects to be financed under Urban Water and Sanitation Sector Project;
- Ensure the appraisal of all projects financed through various development partners (DPs) via TDF as defined in the business plan of TDF;
- Preparation of detailed 5 years strategy, action plan and business development forecast for strengthening TDF's financial intermediation function;
- Achievement on BRAP and Business targets related to Project Appraisal Division of TDF;
- Participate in programming, policy making discussions and performance evaluations, and assist TDF Management in strategic and tactical efforts, particularly from financial, economic, legal, institutional, environmental & social perspectives.

Measuring Outputs:

- No. of projects/scope of loan financing identified, initiated and processed up to Financial Agreement (FA);
- Average time required from pre-appraisal, feasibility appraisal, and final appraisal of the projects;
- No. and scope of loan financing in new sectors and business areas.

Additional Responsibilities:

- In charge of all financial matters related to project appraisal/re-appraisal and of communication with LG/WUA on financial implications regarding initial project cost, cost variations and time extensions occurring during process of project planning and implementation;
- Responsible for coordinating and implementing the ID component related to debt services.

Delegated Authority:

- Representing the TDF in front of clients whenever put in charge by the ED, e.g. during stakeholder meetings, presentations and other events.

Working Relationships:

- Within Finance and Human Resource (FHR) Department, coordinate the tasks of project appraisal division and section and project development division
- Within TDF coordinate FHR activities with those of PMTA, and PME.
- As directed by the ED, represent the TDF in front of third parties in all financial and other than technical matters and debt service related issues.

Working Conditions and Environment/Physical Demands:

- Above Position is based in Kathmandu with frequent field visits to its project sites all over Nepal, as required.

Qualification Requirements:

Preferably Masters' Degree in Business Administration, Finance/Account or Chartered Accountant or any other relevant field with an experience of more than 12 years as an expert or mid-management level including the experiences of 3 years working in the infrastructure projects financed through international financial institutions like ADB, WB and KfW etc.

Key Qualifications and Required Skills:

- Well-developed conceptual thinking skills related to urban infrastructure project development and operations management;
- Experience and knowledge of various stages of the project cycle (project planning/ feasibility analysis/ detailed design/ project implementation/ construction supervision/ contract management);
- Working experience with local authorities, Water Users' Committees, Development Partners (DPs) such as WB, ADB, EU, KfW etc. ;
- Sound knowledge of government administrative systems and procedures;
- Experience in financial project appraisal of various urban infrastructure projects, including water supply and sanitation sector;
- Effective report-writing and communication skills.

Terms of Reference (ToR)

Job Title: Municipal Water and Sanitation Specialist, TDF

Project : Urban Water Supply and Sanitation (Sector) Project

Service Period : 36 person month (Intermittent from July 2019- Dec 2023)

Report to: Executive Director, TDF

Job Purpose :

- Review /Appraise the projects the project to ensure water and sanitation standards and norms that verify feasibility, cost estimates, BoQ, drawing, specification and showing all proposed components during project development, project appraisal and implementation/construction phases of projects;
- Support the clients for developing ,reviewing feasibility and DPR reports as per their needs for infrastructure development and screen their requests for initiation of feasible projects within TDF's existing and planned financing portfolio;
- Support for the preparation of water supply and sanitation manual, standards, guidelines, working procedure as per requirement of TDF;
- Support to establish the Information and Communication Technology (ICT) based system for the sustainable operation and management (O&M) of WUSAs;
- Support to develop and institutionalize a municipal WASH services model, viable commercial approaches to customer-centered service delivery, using cost-reflective tariffs and clear business plans which facilitate access to blended repayable finance from the Town Development Fund (TDF) based on the newly formed federal system (Federal, Province and Local level);
- Support and strengthen the local Governments (LG), WUSAs and other clients of in regards to the skills in project planning, procurement, appraisal, contract management, and implementation and post construction activities when considered appropriate with special focus on water, Sanitation and environmental infrastructures.

Scope of Work:

- Review and appraise of the feasibility reports and the DPRs submitted by the PMO under Urban Water Supply and Sanitation (Sector) Project (UWSS) in regards to the technical matters with due consideration of the past experiences of TDF under STWSSSP I, I (Rehab.) II and III and recommends the sustainable investment;

- Selection of the borrowers/ clients for Identification and pre-feasibility, feasibility & detail engineering study of the potential projects under water, sanitation, drainage and environment sector projects in conformity with TDF policies for financing as per the financing requirements of TDF funding portfolio via TDF funding; and thereby recommend the technically viable projects for financing beyond the projects agreed with DPs;
- Support in the preparation of water supply and sanitation documents for TDF and establishment of ICT based system and updated water institutional models for sustainable O&M of WUSAs.

Main Task/Key areas of responsibility:

The detailed tasks of the consultants will be but not limited to the followings:

- Review /Appraise water supply, sanitation , sewerage and storm drainage projects to ensure water and sanitation standards and norms that verify feasibility, cost estimates, BoQ, drawing, specification that showing all proposed components during project development, project appraisal and implementation/construction and post construction phases of projects.
- Prepare the technical standards, criteria, manual and guidelines on municipal water, sanitation, drainage and environmental infrastructures for making technical appraisals of the projects to be financed by TDF.
- Support for construction monitoring and post construction evaluation of the Water Supply, Sanitation and drainage projects financed by TDF.
- Preparation of Checklist, verifying, confirming and recommendation regarding the disbursement and investment of Water Supply, Sanitation and drainage projects.
- Support for the establishment of the ICT based system and updated water model for the sustainable O&M for WUSAs if any.
- Facilitate and support municipalities and other clients for the preparation of project proposals and consulting services and selection and mobilization of the consultants for the project development, technical appraisals & construction management as per the TDF's Standard Operating Procedures (SOPs) and Business Plan.
- Support in selecting and mobilizing the consultants for Feasibility Study, Detail Engineering, and construction supervision of the projects to be financed by TDF as per the Standard Operating Procedures (SOPs) and relevant procurement guidelines as needed.
- Support for construction monitoring and post construction evaluation of the projects financed by TDF as needed.
- Provide technical assistance and consulting services to the concerned municipalities and clients for project development, procurement management & construction management of the projects as needed.
- Prepare technical standards and criteria on various sectors of infrastructures for making technical appraisals of the projects to be financed by TDF.

- Facilitate and support municipalities and other clients for preparing project proposals such as Feasibility Study and DPR and support for preparing technical appraisals of the projects as per the technical standards and criteria defined by TDF.

Measuring Outputs:

- Nos. of projects/scope of projects identified, initiated and processed up to Detailed Project Report (DPR) and the nos. of project appraisal made;
- Volume of investment made according to TDF's business plan and annual budget;
- No. of projects/scope of financing followed-up from tendering up to physical completion;
- No. and scope of financing in new water supply and sanitation sectors beyond DPs projects.

Additional Responsibilities:

- In charge of all technical matters related to project appraisal/re-appraisal and of communication with LG on initial project cost, cost variations and time extensions occurring during process of project planning and implementation;
- Responsible for coordinating and implementing the ID component related to project development and management;
- Reporting requirement in line with TDF and ADB format;
- Works under the designated officer of TDF in close coordination with the national consultant team appointed under the institutional development and implementation support component of UWSSP.

Delegated Authority:

- Representing the TDF in front of clients whenever put in charge by the ED, e.g. during stakeholder meetings, presentations and other events.

Working Relationships:

- Within PMTA Department, supervise the tasks of Water Supply and Sanitation desk, PMSM Division, and TACS Division;
- Within TDF, coordinate PMTA activities with those of FHR and PME;
- As directed by the ED, represent the TDF in front of third parties in all technical matters and project management.

Working Conditions and Environment/Physical Demands:

- Above Position is based in Kathmandu with frequent field visits to its project sites all over Nepal, as required.

Qualification Requirements:

- Preferably Masters' Degree in water supply & sanitary or civil engineering or any other relevant field with an experience of more than 12 years as an expert or mid-management level in concerned field, including 3 years of specific experience in infrastructure projects financed through international financial institutions like ADB, WB, and KfW etc.

Key Qualifications and Required Skills:

- Well-developed conceptual thinking skills related to water supply and sanitation sector project development and operations management;
- Experience and knowledge of various stages of the project cycle (project planning/ feasibility analysis/ detailed design/ project implementation/ construction supervision/ contract management);
- Working experience with local authorities, Water Users' Committees, Development Partners (DPs) such as WB, ADB, EU, KfW etc.;
- Well experience in technical project appraisal, especially in water supply and sanitation sector;
- Effective report-writing and communication skills.

Terms of Reference (ToR)

Job Title: Planning, Monitoring and Evaluation Specialist, TDF	Project : Urban Water Supply and Sanitation (Sector) Project
Service Period : 36 person month (Intermittent from July 2019- Dec 2023)	Report to: Executive Director, TDF

Job Purpose:

- Actively contribute to the Town Development Fund (TDF) by ensuring TDF's program and projects are well designed, monitored and evaluated in a systematic way and financial reporting and fund management are well organized.
- Supporting or leading Loan / Grant / Technical Assistance (TA) processing and administration, portfolio management, sector work and other general sector activities with focus on urban infrastructure financing and management, including urban water supply and sanitation sector.

Scope of Works:

- Support TDF management in program/project selection, prioritization and allocation of funds to ensure consistency with the business plan objectives;
- Support for the preparation/updating of common Lending and Grant policies , HR Development Plan, Procurement Plan and Project Implementation Plans;
- Preparing business development forecast of TDF with alternative financial plans;
- Assessing the current investment and pricing policy of TDF and develop future policies accordingly;
- Provide strategic advice and managerial support for smooth implementation of TDF's Business Plan, in line with Business Restructuring Action Plan, Common Lending and Grant Policies, HR Development Plan, and Project Implementation Plans;
- Supervise, initiate and/or commission evaluation/impact assessment studies of key programs and projects to ensure development outcomes are consistent with the Business Plan goals and objectives;
- Ensure regular and updated reports on the status and progress of implementation against TDF goals and performance indicators and initiate measures for improving the performance of service delivery;
- Ensure TDF's program and projects are well designed, monitored and evaluated in a systematic way and procurement process, financial reporting and fund management are well organized.

Main Tasks/Specific Responsibilities:

The detailed tasks of the consultants will be but not limited to the followings:

- Prepare Action Plan for the implementation of the new framework and program portfolio defined in the business plan;
- Review and prepare 5 years' strategy and action plan for strengthening TDF's financial intermediation function in line with Business Plan of TDF;
- Mentor, coordinate and evaluate the performance of PME Section and MIS and Reporting Section in regular reviews and updating of work plans based on consultation with the directors/managers across internal departments;
- Manage the Institutional Development (ID) Component and ensure implementation of its deliveries in close cooperation with DPs and across internal departments;
- Ensure completeness and continuous updating/upgrading of the data base and MIS, and carry out regular analyses on portfolio quality;
- Develop and implement standardized reporting system, which serves the internal needs and those of TDF Management/Board, GoN and DPs;
- Enforce Standard Operational Procedures (SOP) across internal departments and recommend improvements in institutional performance;
- Preparation of necessary operational and investment guideline, assessment of current pricing policy and interest margin, approach for entering into the local private financial market;
- Support to establish the automation system (MIS, Micro banker, Asset Management and Personal Management) into the TDF's business units with full implementation and Ensure regular and updated reports on the status and progress of implementation against TDF goals and performance indicators;
- Identify and resolve cross-cutting issues across internal departments and support in formulation of recommendations for improving implementation performance and design of policies and programs accordingly;
- Ensure an efficient and effective fund management and procurement system and related staff are capacitated in fund management and procurement system;
- Support to implement project management guideline, accounting guideline and provide training to relevant staffs of water supply and sanitation sector projects/Water Users Associations

Measuring Outputs:

- Progress in implementation of Business Plan based on overall and program-specific performance indicators;
- Number and type of concepts/proposals developed, approved and implemented;
- Availability and disclosure of relevant/actual data and information to management and all operational levels.

Additional Responsibilities:

- In charge of all PME matters, including coordination and communication with GoN, DPs, LAs and WUAs for the effective implementation of PME;
- Support TDF Management in program/project selection, prioritization and allocation of funds to ensure consistency with the Business Plan objectives.

Delegated Authority:

- Representing the TDF in front of GoN, DPs and clients whenever put in charge by the ED, e.g. during stakeholder meetings, presentations and other events.

Working Relationships:

- Within PME Center, supervise the tasks of PME Section and IMS and Reporting Section.
- Within TDF, coordinate PME activities with those of PMTA, FHR departments, divisions and sections.
- On behalf of the ED, represent the TDF in front of third parties in all strategic and planning related issues.

Working Conditions and Environment/Physical Demands:

- Above position is based in Kathmandu with frequent field visits to its projects sites all over the Nepal, as required.

Qualification Requirements:

- Preferably Masters' Degree in Business Administration, Economics, Management, Finance/Account, or any other relevant field with an experience of more than 12 years as an expert or mid-management level in concerned field including the experiences of about 3 years of specific in the infrastructure projects financed through international financial institutions like ADB, WB and KfW etc.

Key Qualification and Required Skills:

- Well conceptual knowledge to develop policy, guideline, manual of debt financing for infrastructure development projects;
- Experience and knowledge of fund management, procurement system in multilateral/bilateral assisted projects;
- Successful track record of planning and budgeting, monitoring and evaluation in infrastructure project financing through international financing institutions like ADB, WB and KfW;
- Familiar with system automation like MIS, Accounting Software and Personal Management;
- Experience and knowledge to provide training and orientation of relevant subjects like: Planning & Budgeting, Fund Management Accounting and Monitoring and Evaluation;
- Sound knowledge of entire process of donor agencies' project identification, implementation and evaluation.
- Working experiences with local authorities and water user committees (water supply and sanitation sector);
- Sound knowledge of government administrative systems and procedures;
- Effective report-writing and communication skills.

Terms of Reference (ToR)

Job Title: Urban Development and Technical Appraisal Specialist, TDF	Project : Urban Water Supply and Sanitation (Sector) Project
Service Period : 36 person month (Intermittent from July 2019- Dec 2023)	Report to: Executive Director, TDF

Job Purpose:

Actively contribute to the Town Development Fund (TDF) by supporting or leading Loan / Grant / Technical Assistance (TA) processing and administration, portfolio management, sector work and other general sector activities with focus on urban infrastructure financing and management, including co-financing of urban water supply and sanitation sector.

Scope of Works:

- Contributes information and analysis on urban development by conducting sector research, updating information on urban development and preparing reports on the subject. Maintains close relationships with relevant Government agencies and other key urban development stakeholders;
- Monitor and analyze key economic, social and political developments in the country, which affect urban sector and social infrastructures; through this process, identify development needs and potential solutions relevant to project activities;
- Contribute to policy dialogue on the issues of urban infrastructure development and introduction of EE and climate resilient measures in public infrastructure with the Government, donors, civil society, private sector;
- Promote spatial planning/integrated urban planning approach to ensure access to urban infrastructure and services to all groups from project development phase;
- Support the local Governments (LGs) in identifying their needs for urban infrastructure development and screening their requests for initiation of feasible projects within TDF's existing and planned financing program portfolio;
- Manage the development of the comprehensive methodology of project implementation, including criteria and procedures for the selection of partner municipalities;
- Review /appraise the projects to ensure planning, water and sanitation standards and norms that verify feasibility and cost estimates and drawings ensuring all proposed components during project development, project appraisal and implementation/construction phases of the sub-projects;
- Strengthen LGs skills in project planning, appraisal and implementation with support in preparing technical project proposals and managing the design and construction supervision (DSM) as and when considered appropriate;
- Support TDF to incorporate climate resilient concept, including energy efficiency, in urban infrastructure projects to be financed by TDF;
- Support in accessing other sources of funding for TDF, such as Global Climate Fund (GCF), European Union and other non-grant financing options etc;
- Standardize /Conduct Technical Appraisals for various urban infrastructure development projects to be financed through TDF

Main Tasks /Specific Responsibilities:

The main task of the position is to facilitate the successful formulation, processing, administration and monitoring of TDF financed loan, grant and TA projects, but not limited to the specific responsibilities as listed below:

- Provide, in an integrated manner, urban planning and development, including data collection, analysis, conceptual and detailed plan preparation, and stakeholder participation;
- Contributes to the development and processing of urban loan and TA projects and integrates TDF's policies and guidelines in the design and implementation of loan and TA projects. Participates in and takes responsibilities during loan processing missions and preparation of loan processing documents;
- Administers urban loan and TA projects, including conducting of regular, mid-term and completion reviews;
- Ensure key technical, economic, financial, institutional and crosscutting issues are incorporated into projects;
- Evaluate and advise on whether to pursue project opportunities in the urban development sector;
- Lead or participate in the preparation of proposals and expressions of interest;
- Prepare and oversee the development of Terms of Reference for consultants and contractors;
- Provide technical assistance to the concerned municipalities and clients for project development, procurement / contract management & construction management of the projects, as needed;
- Support for construction monitoring and supervision and post construction evaluation of the projects financed by TDF, as needed;
- Liaison with stakeholders of the projects financed by TDF, including officials of government line agencies, LGs, WUSCs, DPs, NGOs and CBOs;
- Review and prepare 5 years strategy and action plan for strengthening TDF's financial intermediation function in line with business plan of TDF;
- Perform other duties as required.

Measuring Outputs:

- No. of urban development projects identified, initiated and processed for readiness / investment pipeline;
- No. of projects appraised for further processing to be financed through TDF;
- Number of support structures developed and nurtured;
- Delivery of project resources against annual target.

Additional Responsibilities:

- Lead teams of staff and sub-consultants on urban planning and development projects;
- Ensures the delivery of project outputs and outcomes as expected in the project design;
- Lead in the development, processing and administration of loan and TA projects in the urban sector;
- Liaise with and coordinate with development agencies on program loans and investment projects;
- Participate in communication (PR) and media activities. Coordinate distribution of the project related information. Ensure visibility of the Donor and Implementing Partner in all project outputs.

Delegated Authority:

Representing the TDF before clients, whenever assigned in-charge by the ED, e.g. during stakeholder meetings, presentations and other events.

Working Relationships:

- Within PMTA Department, supervise the tasks of BPPD Division, PMSM Division, and TACS Division.
- Within TDF, coordinate PMTA activities with those of FHR and PME departs and divisions.
- On behalf of the ED, represent the TDF before third parties in all technical and project management matters.

Working Conditions and Environment/ Physical Demand:

- Above Position is based in Kathmandu with frequent field visits to its project sites all over Nepal, as required.

Qualification Requirements:

- Preferably Master's Degree in Urban Planning/Architecture / Civil Engineering/or any other relevant field with experience of more than 12 years as an expert or mid-management level in concerned filed, including 4 years of specific experience in infrastructure projects financed through international financial institutions like ADB, WB, and KfW etc.

Key Qualifications and Required Skills:

- Well-developed conceptual thinking skills related to urban infrastructure project development and operations management
- Experience and knowledge of various stages of the project cycle (project planning/ feasibility analysis/ detailed design/ project implementation/ construction supervision/ contract management)
- Working experience with local authorities, Water Users' Committees, Development Partners (DPs) such as WB, ADB, EU, KfW etc.
- Sound knowledge of government administrative systems and procedures
- Experience or training in spatial planning or GIS management
- Experience or training in Energy Efficiency, Green Building and developing project proposals for climate financing is desirable
- Training on assessing and managing climate changes impacts is desirable
- Effective report-writing and communication skills

