

Chennai Unified Metropolitan Transport Authority

TERMS OF REFERENCE

CIVIL ENGINEER

I. Introduction

1. The Chennai Unified Metropolitan Transport Authority (CUMTA) was established by the Government of Tamil Nadu (GoTN) through a Statutory Act provision during November 2010, and the Rules for CUMTA were notified during January 2019. The Act has been further amended in September 2020 proposing the Hon'ble Chief Minister of Tamil Nadu as Chairman of the CUMTA.
2. The creation of CUMTA was a step towards integrated and sustainable urban mobility initiative for Chennai. CUMTA is better placed to manage the existing institutional gaps and overlaps amongst various agencies in tackling urban transport issues at an optimum utilization of resources. The jurisdiction of CUMTA extends over the whole of Chennai Metropolitan Planning Area.
3. Currently, CUMTA is functioning under Housing and Urban Development Department and a 'Special Officer' has been appointed to execute the duties of Member-Secretary, CUMTA (as well as the Chief Executive Officer). One of the key responsibilities of the Member Secretary is to carry out day-to-day functions undertaken by CUMTA and also to conduct meetings/ facilitating discussion for the authority to take multiple decisions under CUMTA. Hence, GoTN with the help of World Bank under Chennai City Partnership program is working towards strengthening the existing CUMTA to make it fully operational.
4. The organizational structure and staffing requirements for maturity-wise strengthening of CUMTA is worked out in detail in the adopted operations manual document of CUMTA. A preliminary staff strength consisting of 4 officers on deputation, 2 planners on contract, 4 non-technical staffs on working arrangement are deployed. To fully functionalize CUMTA's operation in the urban mobility sector, furthermore experts/professionals are required.

II. Name of the Post: Civil Engineer

III. Role:

- a. To be responsible for all engineering aspects of urban transportation activities of CUMTA
- b. To assist the members of the Authority for all the activities related to transport planning, undertake various functions and ensure efficiency and effectiveness in the implementation of the works of the Authority.
- c. To liaison with all the stakeholder departments for effective implementation of transport projects.

IV. Key Responsibilities

- a. To provide operational assistance in developing principles and policies for a sustainable urban transport system.
- b. To guide the preparation, implementation and review of the CMP for CMA.
- c. To review all reports related to transport engineering, transport projects and to develop briefs for policy makers & other CUMTA Members.
- d. To assist in ensuring the structural suitability of the projects and coordinated implementation approach across agencies.
- e. To ensure adherence of any new urban transport project or initiative with the Government guidelines.
- f. To organize and attend CUMTA board meetings and implement action taken by the governing and executive board.
- g. To carry out such other functions and duties that are delegated to the position

V. Qualifications and Experience

- a. Should be a graduate in Civil Engineering. *Masters in Transport Engineering is desirable.*
- b. Should have at least 5 years of work experience in the Urban Transport sector.
- c. Should have sound knowledge in urban transport projects.
- d. Should have a mandatory education/training and working knowledge of CAD & GIS.
- e. Should have experience in transport projects, development of mobility plans, etc.

VI. Duty Headquarters

The duty headquarters of the Civil Engineer will be in Chennai Unified Metropolitan Transport Authority, Chennai.

VII. Duration

Appointment to the post will be on a contract basis for a period of two years, which is extendable based on the performance of the individual.

VIII. Reporting Arrangements

The Civil Engineer will report to the Special officer / Member Secretary, CUMTA.