



Andaman and Nicobar Islands Integrated Development Corporation Limited
(ANIIDCO)

Applications invited for engagement of Senior Consultant/Consultant/Young professionals

ANIIDCO proposes to engage experts as Consultants to assist ANIIDCO/Andaman and Nicobar Administration in pursuing various projects being implemented under the guidance of Govt. of India. The details of consultants to be engaged and other terms and conditions are as under:

The education qualification and experience required and job description for the expert is as under:

Sr. Consultants (Full Time):			
Sr. Consultants will perform leadership roles for the PDC, managing projects within their domain expertise and working with the Consultants and Young Professionals to ensure the highest quality in all works undertaken by the Cell.			
	Expert	Essential Qualification	Experience and Scope of Work
1.	Architect - 1 No. (minimum 12 years experience)	Master's degree in architecture	<p>Experience in design and construction of architectural and public realm projects with an in-depth knowledge of sustainable construction technologies and services planning including building envelope/facade engineering, acoustics noise-vibration, digital services, MEP, fire engineering, lighting design etc.</p> <p>He/ She will be responsible for:</p> <ul style="list-style-type: none">• Leading all architectural and public space related projects undertaken by ANIIDCO including any/all phases of design development including Pre-Design, Schematic Design, Design Development, Construction Documents and Construction Administration and producing high quality design deliverables and construction documents for the same.• Leading the preparation of Architectural Design Guidelines for ANI.• Drafting, negotiating, executing, and managing architectural construction and maintenance related Standard Operating Procedures (SOPs), contracts, agreements and other guidelines.• Preparing tender and contract specifications, assist procurement processes including analysing proposals.• Leading the team of Consultants and Young Professionals as required for architectural / design projects.• Supporting ANIIDCO in undertaking the technical review and assessment of projects / proposal/ reports etc. prepared by external consultants from an architectural/design perspective.• Any other technical support identified by ANIIDCO for the effective administration of architectural / design projects. <p>Skills:</p> <ul style="list-style-type: none">• Team leadership• Ability to coordinate with multi-disciplinary technical teams• Proven experience in project planning and cost estimates.• Strong design and form-giving skills• Proficiency in AutoCAD, Sketch-Up, Adobe

			<p>Suite and other 2D and 3D design tools.</p> <ul style="list-style-type: none"> • Ability to create architectural designs and concepts through hand sketching and digital media. • Experience of varying building typologies, and vocabularies. • Knowledge of the National Building Code, and standards. • Excellent verbal and written communication skills <p>An exceptional portfolio representing recent work is required to be presented during the interview.</p>
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Consultants

Consultants will work as day-to-day project managers/coordinators for different components / aspects of PDC projects / initiatives assigned to them and will report to Executive Director (Projects) through General Manager (Projects) as per project requirements. They will independently manage these tasks / components and coordinate / work with Young Professionals to achieve the highest quality standards.

Within their domain expertise and as per works assigned, he/she will be responsible for:

- Providing design / planning / engineering / legal / project management / technical support for PDC projects / initiatives in accordance with all applicable best practices and guidelines, laws, rules, and regulations.
- Preparing / analysing existing situation assessments and other technical reports and studies, as required.
- Preparing and reviewing documents and designs, schedules and work programs as needed to identify lags and issues for timely completion of projects.
- Managing and maintaining record of all reports, documents, and other relevant information.
- Developing ideas / concepts / strategies etc.
- Preparing new project proposals, TORs (Terms of Reference)/Scope of Services under the guidance of Sr. Consultants.
- Performing other related duties as required.

Consultants will demonstrate the following skills:

- Ability to work collaboratively with multi-disciplinary technical teams within and outside the PDC.
- Strong design / planning / engineering / legal skills, as per their domain expertise.
- Professional training courses and any other skills considered relevant for the position will be considered an added advantage.
- Demonstrated and strong analytical ability.
- Demonstrated ability to achieve successful and timely outcomes while being well presented.
- Mature and comfortable in dealings with senior management, clients, and other stakeholders
- High level of integrity and dependability with a strong sense of urgency and result orientation
- Excellent verbal and written communication skills.
- Knowledge of relevant software and tools as per their domain expertise.

	Expert	Essential Qualification	Experience
1.	Urban Planner – 1 no. (minimum 5 years experience)	Master’s degree in Urban Planning	<p>Experience in statutory plans and DCRs, master/area/urban planning projects, township/tourism projects, Town Planning Schemes/layout plans, DPRs, business plans and feasibility studies with integrated land use and infrastructure planning</p> <p>Proficiency in Government policies, acts, frameworks, schemes/programs related to urban development, multistakeholder management and expertise in report writing and with excellent communication skills.</p> <p>Must be proficient in ArcGIS, AutoCAD, MS Office, etc. An exceptional portfolio representing recent work is required to be presented during the interview. Substantial post qualification experience will be preferred. Work experience of projects in hilly terrain will be an advantage.</p>

2.	Urban Designer – 1 no. (minimum 5 years experience)	Master's degree in Urban Design	<p>Experience of large-scale architecture, urban design and or spatial design projects (experience in high-density mixed-use projects will be preferred), public space design, undertaking spatial analyses, preparing spatial master plans, urban design guidelines, codes etc.</p> <p>Must be proficient in AutoCAD, 3D modelling in SketchUp, MS Office and graphic skills using Photoshop, Illustrator, In Design etc. An exceptional portfolio representing recent work is required to be presented during the interview.</p>
3.	Landscape Architect – 1 no. (minimum 5 years experience)	Master's degree in Landscape Architecture	<p>Experience in planning, design, guideline preparation and implementation of landscape, public space, street design / improvement, public realm projects.</p> <p>Construction and site management experience will be preferred.</p> <p>Must be proficient in AutoCAD, SketchUp, MS Office and graphic skills required for the role. An exceptional portfolio representing recent work is required to be presented during the interview</p>
4.	Legal Expert – 1 No. (minimum 04 years experience) (For Delhi)	Bachelor's degree in Law or equivalent	Experience in preparation & vetting of legal documents and drafting of bills/regulations for cabinet, etc.
5.	Legal Expert – 1 nos. (minimum 5 years experience) (For Sri Vijaya Puram)	Bachelor's degree in Law or equivalent	Experience in legal advisory including preparation of DCA and RFP for PPP Projects in Hospitality, real estate, township development, etc.
5.	Financial Expert – 1 no. (minimum 5 years experience) (For Sri Vijaya Puram)	Master's degree in Business Administration with specialisation in Finance or CA /ICWA qualification / Equivalent,	Experience in bid process management for PPP projects including preparation of feasibility report and RFP for PPP Projects in Hospitality, real estate, township development, etc.
6.	Financial Expert – 1 no. (minimum 5 years experience) (For Delhi)		

Young professionals

Young professionals will technically support all projects / initiatives of the PDC under the guidance of Consultants / Sr. Consultants and will report to the Sr. Consultants.

Within their domain expertise and as per works assigned, he/she will be responsible for:

- Providing design / planning / engineering / technical support for PDC projects / initiatives under the supervision of Consultants / Sr. Consultants.
- Assisting in preparation / analyses of existing situation assessments and other technical reports and studies, as required.
- Developing design / planning / engineering / technical options and solutions for various aspects of PDC projects / initiatives under the guidance of Consultants / Sr. Consultants.
- Undertaking site visits and related documentation as required for various components of PDC projects / initiatives.
- Performing other related duties as required.

Consultants will demonstrate the following skills:

- Ability to work collaboratively with other young professionals and seniors within the PDC team.
- Strong design / planning / engineering skills as per their domain expertise with proficiency in related digital tools / software.
- Ability to follow instructions and complete tasks / deliverables as required and within the stipulated time.
- Demonstrated ability to achieve successful and timely outcomes while being well presented.
- High level of integrity and dependability with a strong sense of urgency and result orientation
- Excellent verbal and written communication skills
- Knowledge of relevant software and tools as per their domain expertise.

S. No.	Expert	Essential Qualification	Experience
1.	Urban Planner – 1 no. (minimum 2 years experience)	Master's degree in Urban Planning	Experience in undertaking Land-use and FSI analyses, DCR & policy analysis, feasibility studies etc. Knowledge of Government policies, acts, frameworks, schemes/ programmes related to urban development will be preferred. Must be proficient in AutoCAD, and MS Office. Exposure to ArcGIS will be preferred. An exceptional portfolio representing recent work is required to be presented during the interview.
2.	Urban Designer – 1 no. (minimum 2 years experience)	Master's degree in Urban Design	Experience of working on urban design projects, undertaking site analyses, and preparing supporting maps and graphics, preparing presentation drawings, strategy diagrams, 3-dimensional urban form studies, detailed public space / realm design, etc. Must be proficient in AutoCAD, 3D modelling in SketchUp, MS Office and graphic skills using Photoshop, Illustrator, in Design etc. An exceptional portfolio representing recent work is required to be presented during the interview.

Sr. Consultants (PART TIME ADVISORY)

Part time Sr. Consultants will be technical advisors to ANIIDCO, providing strategic domain expertise on the various projects / initiatives of ANIIDCO and report to the MD.

He / she will technically guide the PDC and undertake all necessary technical works for the same as per their domain expertise, including:

- Providing strategic advice and technical oversight of projects / initiatives to ensure that all outputs are high quality and consistent.
- Advising ANIIDCO on any technical issues or risks which may impact on the results of the projects and will work closely with other Sr. Consultants to support the PDC's / ANIIDCO's technical decision making.
- Reviewing available baseline information and indicators, project progress reports, project concepts, designs, strategies, frameworks etc.
- Providing support and advice for the preparation or revision of key planning, design, engineering, monitoring and evaluation strategies, frameworks, plans etc.
- Providing overall project advisory services and technical assistance ANIIDCO and PDC.
- Providing technical advice to full time Sr. Consultants in implementing planned activities and monitoring the project implementation and performance, in particular the technical quality of outputs.
- Reviewing and providing comments on the technical reports and other documents prepared by PDC and other external consultants.
- Assist in the drafting and preparation of relevant Terms of Reference for international and local consultants through guidance and comments.
- Providing up-to-date best practices and hands-on recommendations in the subject area to the PDC for efficient delivery of output and resources.
- Providing technical input in the development of policies and regulations specific to the ANI context.
- Providing technical input and review assistance to ongoing studies and reports commissioned by ANIIDCO.
- Support the project team in preparing component or output-based concept of strategy papers and implementation manuals or guidelines.
- Providing technical input on awareness and institutional capacity development of ANIIDCO.
- Leading presentations and meetings for ANIIDCO, as required.
- Any other duties required by ANIIDCO.

Skills:

- Exceptional technical expertise in their subject area.
- Team leadership and excellent person-management skills.
- Experience in leading multi-disciplinary teams.
- Experience of working with the public sector / development agencies etc.
- Experience with varying types of urban projects across scales and geographics.
- Excellent analytical skills and strategic thinking.
- Excellent verbal and written communication skills.

1.	Urban Planning / Design and Mobility Expert – 1 no. <i>(minimum 15 years experience)</i>	Master's degree in Urban Planning or Urban Design	Experience in TOD, Mobility/ Transportation and Urban Development, across domains of spatial planning, planning policy, regulations, norms, guidelines, and codes, enabling frameworks, etc.
2.	Tourism Expert – 1 no. <i>(minimum 15 years experience)</i>	Master's degree in Tourism/Hospitality Management or equivalent	Experience in planning and development of hospitality and tourism related projects including transaction advisory for the same.

3. Experience, Age and Remuneration

Name of the Position	Experience in Years	Upper Age (limit)	Remuneration (Rs.)
FULL TIME POSITIONS			
Young Professional	Minimum 02 years	32 years	77,000- 1,25,000
Consultant	Minimum 04/05 years	50 years	1,25,000 – 2,90,000
Sr. Consultant	Minimum 12 years	62 years	2,90,000 – 3,60,000
PART TIME ADVISORY POSITIONS			
Sr. Consultant	Minimum 15 years	62 years	15,000 – 45,000 per 8-hr day of advisory services rendered.

4. TA/DA

Position	Mode of Journey and reimbursement of hotel, taxi and food bills
Young Professionals	As applicable for pay level and pay matrix - 9 to 11
Consultant/Senior Consultant	As applicable for pay level and pay matrix - 12 and 13

5. Housing Allowance

10 % of the monthly remuneration

6. Conveyance Allowance

- i. Young Professional : Rs. 7,000/- per month
- ii. Consultant: Rs. 10,000/- per month
- iii. Senior Consultant: Rs. 15,000/- per month

7. Visit to Hometown in Mainland

Twice in a year by air as per entitlement

8. Leave

Individual Consultant/ Young Professional shall be entitled to leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on pro-rata basis.

9. Period

Individual Consultants will be engaged for a fixed period of three years which can be extended by one year at a time upto a maximum tenure of five years for providing high quality services on specific projects as per requirement of the verticals.

10. Place of Posting

All full time Sr. Consultants/Consultants/Young Professional except one Legal Consultant and one Financial Consultant shall be posted in Sri Vijaya Puram. One Legal Consultant and one Financial Consultant will be posted in Delhi. Part time consultants may also work from mainland, however, depending on requirement they will be required to visit Sri Vijaya Puram or any part of A & N Islands.

11. Other terms and conditions

- i. The candidates who fulfill the requisite conditions mentioned above are required to submit application in the provided format alongwith copies of Biodata, self-attested copies of educational qualification (Degree certificate/ provisional certificate) and experience certificate and two copies of passport size photographs to the **General Manager (P&A), ANIIDCO Ltd., Vikas Bhawan, P.B. No. 180, Sri Vijay Puram on or before 10/04/2026 (or) may be mailed to aniidco@gmail.com.**
- ii. Crucial date for determining the age and other eligibility conditions like education qualification and experience etc. shall be the last date prescribed for receipt of application.
- iii. Teaching/Part Time/Intern shall not be considered as experience.
- iv. Self employed/freelancing shall be considered as experience based on documentary proof of work done.
- v. The date, time and venue for the interview will be intimated in due course.
- vi. The numbers of positions/posts for Senior Consultant/Consultant/Young professionals are subject to change as decided by the Corporation.
- vii. The Corporation reserved the right to shortlist the candidates having higher qualification and experience and only shortlisted candidates will be called for interview.
- viii. Further, the Corporation reserves the right to withdraw/cancel the selection process at any stage.
- ix. The vacancy notice and the format can be downloaded from the vacancy link of website <https://andamannicobar.gov.in> and <https://aniidco.and.nic.in>


General Manager (Personnel), ANIIDCO

FORMAT OF APPLICATION

To

The General Manager (Personnel),
ANIIDCO Ltd.
Vikas Bhawan,
Post Box No. 180
Sri Vijaya Puram – 744101
A&N Islands.

Paste here a
recent Pass
port size
photograph

Application for the post of _____								
1.	Name of candidate (in block letter)							
2.	Father/Husband's name				3. Male/Female			
4.	Date of birth (in Christian era) (As per 10 th pass certificate)				5. Age as on 10/04/2026			
6.	Educational qualifications <i>Note: Self attested copies of marksheets and certificates for Educational qualifications must be submitted alongwith application</i>	Qualification	Subject	Board	Marks obtained	Percentage obtained	Year of passing	
		10 th						
		12 th						
		Diploma						
		Degree						
		Post Graduation						
		Any other Degree/ Certificate						
7.	Details of experience in chronological order <i>Note: Self attested copies of experience certificate issued by employer must be submitted alongwith application. (Enclose a separate sheet duly authenticated/signed by you, if the space provided is insufficient</i>	Name of the Office/ Organization	Post Held	From	To	Period	Pay Scale (Revised & Pre-revise)	Nature of duties and responsibilitie s
8.	Nature of present employment	Permanent/Contract/Ad-hoc						
9.	In case the present employment is held on deputation basis please state	i. The date of initial appointment : ii. Period of appointment on deputation : iii. Name of the parent office/organization to which you belong :						
10.	Additional details about present employment please state whether working under	Central Government/State Government/A&N Administration/Autonomous Organizations/ Government Undertakings/Universities.						
11.	Present postal address with telephone number & E-mail ID							
12.	Permanent address							
13.	Nationality				14. Aadhaar No.			
15.	Additional information, if any, which you would like to mention in support of your suitability for the post. (Enclose a separate sheet, if the space is insufficient)							

DECLARATION

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect or ineligibility being found before or after the selection, my candidature is liable for cancellation.

Place:

Date:

Name & Signature of Candidate