



VACANCY ANNOUNCEMENT

I. Position Information

Job Title: Internship– Urban95 (2 positions)

Organisation: ICLEI Local Governments for Sustainability, South Asia

Location: Udaipur, Rajasthan

Type of Contract: Full-Time Position (6 months)

ICLEI – South Asia

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Green Park Extension
New Delhi – 110016
India
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Email: iclei-southasia@iclei.org
Web: <http://southasia.iclei.org/>

I. Internship Description:

The “Urban-95” programme is being implemented in Udaipur city in collaboration with the Bernard van Leer Foundation and Udaipur Municipal Corporation. The programme aims to make the city beautiful, comfortable and safe for young children and their caregivers from the perspective of the urban built environment. It offers ample learning opportunities in the implementation of various project assessments, urban design, documentation, etc. The current Project Management Unit (PMU) team consists of six professionals with different skillsets. This position offers a good opportunity to be a part of the team and assist them in on-ground activities. The position will be based at Municipal Corporation offices in Udaipur, Rajasthan.

ICLEI – South Asia, Bangladesh

House-12 (Flat-2B), Road-20,
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II. Main responsibilities

The following is the list of typical tasks and responsibilities expected to be executed by the interns. This is an indicative list; the tasks may vary/increase depending on the requirement.

- All tasks will be performed under the supervision of the Deputy Director- Urban sector, ICLEI South Asia.
- The candidates will have to support and assist the project team in the overall project execution and documentation.
- They will assist the team in developing and implementing a pilot project in the project city and documenting the same.

ICLEI – Local Governments for Sustainability e. V.

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ICLEI – Local Governments for Sustainability is a global network of more than 1,750 local and regional governments committed to sustainable urban development.

III. Education:

- Required: B.Arch., M. Arch/ UD – Students & Freshers

IV. Software Proficiency: -

- Auto CADD
- Photoshop
- Sketch-up





- In-Design
- MS Office

V. Organisational skills:

- Excellent writing and communication skills.
- Ability to write reports, compile, and analyse documents keeping in mind the target audience.
- Ability to work in a team, independently, and proactively when required.
- Enthusiastic attitude and willingness to learn, and adapt.
- Ability to work under tight deadlines and pressure.
- Ability to handle multiple tasks simultaneously.

VI. Languages

- Outstanding oral and written English.
- A good understanding of Hindi or any other language will be an asset.

VII. Conditions

- Location: Municipal Corporation office in Udaipur, Rajasthan
- Working language: English
- Position: 2 full-time interns

VIII. Benefits:

- Practical experience with varied on-ground activities
- Shadowing, mentoring, and training opportunities with experienced professionals
- Opportunity to attend networking events
- Flexible schedule for students
- Compensation available
- Training certificate



IX. Contact Information:

Interested candidates are requested to send their brief (2 pages) resume along with a self-written, concise cover letter and design portfolio to- abbas.kikali@iclei.org with cc to avantika.arjuna@iclei.org
Please note that only shortlisted candidates will be contacted.

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X. Organisational Information:

About ICLEI – Local Governments for Sustainability

ICLEI – Local Governments for Sustainability is a network of more than 2500 local and regional governments, supported by a team of global experts, driving sustainable urban development worldwide. Active in 125+ countries, we impact over 25 percent of the global urban population. ICLEI South Asia – the South Asian arm of ICLEI – Local Governments for Sustainability, aims to build and serve a regional network of local governments to achieve tangible improvements in regional and global sustainability through local initiatives. Over 15 years, ICLEI South Asia has emerged a strong and vibrant local government association with a membership base of over 75 cities. We promote local action for global sustainability and support cities to become sustainable, resilient, resource-efficient, biodiverse, low-carbon, productive, ecomobile; to build a smart infrastructure; and to develop an inclusive, green urban economy with sustainable procurement with the ultimate aim of achieving healthy and happy communities. ICLEI also strengthens North-South and South-South cooperation to advance sustainability at the local regional and sub-national levels. We work with South Asian cities with funding support from various national and international partners by offering various opportunities such as participation in programs and projects, technical inputs, information services, trainings, conferences, and workshops. We also share our expertise, reach out to cities, initiate interaction and mobilise funds. Facilitating peer learning, city-to-city exchanges, and networking, and supporting the development and implementation of demonstration projects are some ways in which we strengthen the capacities and technical know-how of cities that we work with.

<https://southasia.iclei.org>