

Terms of Reference for Contractual Engagement under E&S Cell / KM-PMU, MITRA
Specialist – Environment

Item	Details
Programme	MITRA Environmental and Social (E&S) Cell / Maharashtra Urban Water Supply, Sanitation and Reuse Program (MUWREP)
PMU	Environmental and Social (E&S) Cell / Knowledge Management PMU (KM-PMU), MITRA
Position	Specialist - Environment
Level / Nature	Senior Specialist
Number of posts	One
Place of posting	MITRA, Mumbai; with travel and coordination as required across MUWREP and other projects/programmes supported by MITRA
Engagement type	Contractual engagement through open advertisement
Approved remuneration	Rs. 2,00,000 per month, consolidated
Selection authority	Open advertisement on contract. Selection of KM-PMU posts shall be done by the committee headed by Joint CEO, MITRA and approved by CEO, MITRA.

Purpose of Assignment

To strengthen MITRA's internal environmental management capacity through a dedicated Environment Specialist within the Environmental and Social (E&S) Cell. The Specialist will provide institution-wide support on environmental assessment, compliance, monitoring, coordination and implementation across MITRA-supported projects. The immediate priority will be the preparation, review, finalisation and operationalisation of the environmental components of the World Bank-assisted Maharashtra Urban Water Supply, Sanitation and Reuse Program (MUWREP) ESMF, ESMPs and related instruments, together with implementation support to PIUs. The role will also build lasting environmental systems, knowledge and capacity within MITRA.

Scope of Work

- Serve as MITRA's resident Environment Specialist within the E&S Cell and support practical systems for environmental screening, due diligence, review, monitoring, reporting and knowledge management.

- As the immediate priority, support and coordinate preparation, review, finalization, and operationalization of the environmental components of the MUWREP ESMF, ESMPs and other applicable environmental instruments.
- Review environmental assessments, management plans, technical studies and consultant deliverables for MUWREP and other MITRA-supported projects, and support integration of environmental requirements into design, procurement documents, contracts and implementation arrangements.
- Support PIUs/ULBs during implementation through review of contractor/operator environmental plans and reports, field monitoring, identification of compliance gaps and follow-up of corrective actions.
- Support MITRA's portfolio-level monitoring and coordination by consolidating environmental performance and compliance information, maintaining issue/action trackers and following up with implementing agencies.
- Coordinate with PMUs, PIUs, ULBs, line departments, regulatory agencies, consultants, contractors/operators and MDBs/development partners, and prepare environmental inputs for missions, reviews, management reports, briefings and presentations.
- Strengthen institutional capacity through practical SOPs, templates, checklists, guidance notes, targeted training/handholding and an institutional repository of environmental documents and lessons learned.

Essential Qualifications and Experience

- Post-graduate degree in Environmental Engineering, Environmental Science/Management, Natural Resource Management, Environmental Planning, or a closely related field.
- Minimum 15 years of relevant experience in environmental assessment and management for infrastructure or development projects, including preparation, review and/or implementation of ESMFs, ESIA/EIAs, ESMPs and environmental monitoring/compliance requirements.
- Demonstrated experience on MDB-financed or MDB-supported projects, with sound knowledge of applicable Indian environmental regulatory and compliance requirements.

Desirable Experience / Competencies

- Experience with environmental safeguards/frameworks of more than one MDB/DFI; familiarity with the World Bank ESF and at least one other comparable framework will be an advantage.
- Experience in environmental assessment, environmental risk management, regulatory compliance, monitoring and implementation support across infrastructure and development-sector projects, including coordination with government agencies, PIUs/implementing entities, consultants and contractors.
- Strong analytical, drafting, coordination and capacity-building skills, with the ability to translate environmental requirements into practical actions for project teams.
- Excellent written and oral communication skills in English; working knowledge of Marathi/Hindi will be an advantage. High integrity and ability to work effectively in a government environment are essential.

Key Deliverables

- ESMF, ESMPs and related environmental instruments supported through preparation, review, finalisation and operationalisation, including closure of environmental review comments for MUWREP and other MITRA projects.
- Environmental screening, due-diligence, quality-assurance and project/procurement inputs for other

MITRA-supported projects and programmes, as required.

- Periodic environmental monitoring and coordination outputs, including compliance/status updates, field-review findings, issue/action trackers, corrective-action follow-up and implementation support to PIUs/ULBs.
- Environmental inputs for review missions, management meetings, project reports, dashboards, briefing notes, presentations and evaluations/third-party reviews, as required.
- E&S Cell institutional tools and capacity-building outputs, including SOPs, templates, checklists, guidance notes, training/handholding and an updated environmental knowledge repository.

Reporting and Coordination

- The position shall report to the Deputy Program Manager – MUWREP.
- The selected candidate shall coordinate with the E&S Cell/KM-PMU, relevant PMUs/PTMU, PIUs, line departments, DEA/GoI, World Bank/MDB teams, consultants, ULBs and other stakeholders as directed.

Contract Terms

- The engagement shall be contractual for an initial period of three (3) years and may be extended based on satisfactory performance, program requirements, availability of funds, and approval of the competent authority.
- The approved remuneration is consolidated and inclusive of all routine allowances unless otherwise specifically approved.
- MITRA reserves the right to modify, cancel or withdraw the advertisement/selection process without assigning reasons.

Application Instructions

- Eligible candidates may submit their application in the prescribed format with CV, educational certificates, experience certificates and a brief statement of suitability.
- Shortlisted candidates may be called for interview/presentation/written assessment as decided by the Selection Committee.

General Conditions

The engagement is purely contractual and shall not confer any right to regular appointment in MITRA or Government of Maharashtra. Canvassing in any form shall lead to disqualification. Original documents shall be verified before final engagement. The decision of the competent authority shall be final.

(Aman Mittal)

Deputy Project Director - MUWREP / Joint Chief Executive Officer - MITRA
Maharashtra Institution for Transformation, Government of Maharashtra