CPMU (Central Project Management Unit) at IIT Jammu
under
AI-CoE initiative of MoE (Ministry of Education)
Advertisement No. IITJmu/CPMU/04/2024-25

Date: August 16, 2024

The Ministry of Education (MoE) has established CPMU (Central Project Management Unit) at IIT Jammu via the letter F. No. 34-3/2O23-T.S.I dated October 13, 2023, under the initiative of establishing three Centres of Excellence (CoE) in Artificial Intelligence as a part of "Make AI in India and Make AI Work for India". This initiative is targeting three thrust areas – Agriculture, Health, and Sustainable Cities. The initiative envisages the setting up of three centers of excellence (one CoE per thrust area) for Artificial Intelligence. Details of this initiative can be found at https://iitjammu.ac.in/aicpmu/cfp.pdf. CPMU is entrusted with creating a vibrant team of committed and enthusiastic minds to manage the AI CoE project over the next five years (2023-2028). The CPMU team will work under the overall guidance of the Apex Committee set up by the Ministry of Education Govt. of India to drive the project.

To set up the team at CPMU, **online applications** are invited from the qualified candidates for the following positions (**temporary project positions till the duration of the project November 2028)**. The total duration of the appointment shall be 05 years or project duration whichever is earlier. Initial appointment shall be for 01 year and is extendable up to the duration of the project subject to satisfactory performance in yearly reviews.

This is a rolling advertisement (till the vacancies are filled or the project duration whichever is earlier) for receiving applications under the Project. Applications shall be processed when sufficient number of applications are received for a given position. For Chief Project Coordinator and Sectoral Experts, experience in seeing through project completion, mentoring innovation, handholding and troubleshooting delayed/stagnated projects is more important than age. For these posts, nominations from leading industry and AI experts/ MoE / line ministries shall also be considered. These positions are co-terminus with the project.

Please note that CPMU is free to set the benchmark and call only the eligible candidates above set benchmark for Test and/or Interview. Further, CPMU also reserves the right NOT to fill any of the posts advertised, in the event or exigency so decided without assigning any reason thereof.

Sno	Position*	Preferable Age Limit (as on last date of advertisement)	Salary Range (Rs. In lakhs per annum)	Essential Qualifications and Experience (Please refer to Details in Annexure I)
1	Chief Project Coordinator (CPC) One Post	60 years	70 – 100	1. Master's / Ph.D. in a relevant field (Computer Science/Engineering/IT/AI/Business Administration/Project Management/Medicine/Health/Agriculture/Architecture/Urban Planning etc. / related disciplines) 2. Minimum 10 years of experience in **large mission mode project management** preferably aligned with Agriculture/Health/Sustainable Cities 3. Experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer

				vision etc.) and/or multi-disciplinary and cross-sectoral large-scale projects. 4. Excellent leadership and communication (written, oral, and presentation) skills. 5. Good knowledge of software, tools, and methods for project management methods, budget and finance. 6. Two years working knowledge of emerging AI technologies and trends. Deep understanding of AI applications towards translation.
2	Sectoral Expert (Agriculture and AI) One Post	50 years	40 – 60	1. Master's and/or Ph.D. in agriculture-related fields such as agriculture, agronomy, or agricultural engineering etc. / related disciplines 2. Minimum 3-5 years of experience in the agriculture related sector, with a focus on AI or data-driven projects. 3. Strong problem-solving, communication, organizational and leadership skills. 4. Awareness of environmental and agriculture specific regulations, compliance requirements, and ethical considerations. 5. Working knowledge of AI technologies and their potential applications in agriculture. 6. Two-year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.
3	Sectoral Expert (Health and AI) One Post	50 years	40 – 60	1. Master's and/or Ph.D. in healthcare-related field, such as medicine, healthcare management, or biomedical engineering, etc. / related disciplines 2. Minimum 3-5 years of experience in the health-related sector, with a focus on AI or data-driven projects. 3. Strong problem-solving, communication, organizational and leadership skills. 4. Awareness of health/healthcare etc. specific regulations, compliance requirements, and ethical considerations. 5. Working knowledge of AI technologies and their potential applications in health. 6. Two year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.
4	Sectoral Expert (Sustainable Cities and AI) One Post	50 years	40 – 60	1. Master's and/or Ph.D. in Architecture/ Urban planning/Civil Engineering/Environmental Engineering/Construction management etc. / related disciplines 2. Minimum 3-5 years of experience in the sustainable cities or related sector 3. Strong problem-solving, communication, organizational and leadership skills. 4. Awareness of sustainability principles, urban planning and sustainable cities related regulations, compliance requirements, and ethical considerations. 5. Working knowledge of AI technologies and their potential applications in urban planning / sustainable

					cities.
					6. Two year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.

* Positions are co-terminus with the project

This team is largely responsible for facilitating and coordinating the project execution and monitoring facilitation. Expected task list (not exhaustive) is

1) Call for Proposals (CFP)
2) Developing/curating the process/platform for proposal submissions, and hosting information on project related activities including milestones and outcomes validation.
3) In person and VC meetings of CPM (Chief Project Managers) with MoE / respective line ministries [Ministry of Agriculture and Farmer Welfare (MoAFW), Ministry of Health and Family Welfare (MoHFW), Ministry of Housing and Urban Affairs (MoHUA)]
4) Online meetings of Apex Committee coordination. Action points from records of discussions with follow up actions.
5) Support towards Apex Committee in the
    a) Follow up actions driven for the outcomes and milestones of the projects.
    b) Timely execution and monitoring of the project
    c) Evaluation, and screening of projects and
    d) Review the progress of all projects.
    e) Handholding the projects
6) Documenting the activities related to the project including contracts and compliance.
7) Build a network of partners and collaborators that includes investors. industry partners, mentors and subject matter experts
8) Compilation of Progress Reports and UC (Utilization Certificate)
9) Project funds management at CPMU
10) Preparation of consolidated quarterly project reports
11) Execution of rollout plans at the end of the project period.
12) Providing necessary information to MoE /MoAFW/MoHFW/MoHUA as and when desired
13) Any other as per the requirements

1	**Chief Project Coordinator (CPC) Pay Range (Rs. 70-100 lakhs per annum)**

The Chief Project Coordinator will play a crucial role in driving the successful implementation of this landmark initiative of the Ministry of Education and will ensure that the key AI projects driven by CPMU align with the strategic objectives set by the apex committee and deliver tangible values for societal good. This position requires a deep understanding of AI technologies, project management best practices, and effective leadership and communication skills.

Job Description

CPMU proposes to engage an industry expert to work as a 'Chief Project Coordinator' (CPC) and lead the

CPMU in the initiative of establishing three Centres of Excellence (CoE) in Artificial Intelligence (AI).

The role of CPC is expected to be full-time with flexibility of the workplace (CPMU, Delhi Office, and other places within India) and will require frequent travel for project coordination with stakeholders.

The Chief Project Coordinator (CPC) will be responsible for overseeing and managing a portfolio of projects in this initiative. This role involves planning, coordination, tracking, and reporting to ensure that the initiatives are executed efficiently and in alignment with the objectives set by the line ministry and Apex Committee. The Chief Project Coordinator will work closely with project teams, stakeholders, and the Apex Committee to ensure the successful completion and implementation of the projects. The Chief Project Coordinator will be assisted by Sectoral Experts in the specific domains of the CoEs and other team members in the CPMU.

Essential Qualifications and Experience

1. Master's / Ph.D. in a relevant field (Computer Science/Engineering/IT/AI/Business Administration/Project Management/Medicine/Health/Agriculture/Architecture/Urban Planning etc. / related discipline).
2. Minimum 10 years of experience in large mission mode project management preferably aligned with Agriculture/Health/Sustainable Cities
3. Experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.
4. Excellent leadership and communication (written, oral, and presentation) skills.
5. Good knowledge of software, tools, and methods for project management methods, budget, and finance
6. Working knowledge of emerging AI technologies and trends. Deep understanding of AI applications towards translation.
7. Two-year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.

Desirable

1. Project management certification (e.g., PMP)
2. Experience working on various AI projects, such as Generative AI, computer vision, and machine learning.
3. Proven experience in AI project management; capability to drive mission mode AI project objectives with the Government's strategic AI goals.
4. Adaptability to handle changes to Flagship AI project scope, requirements, or objectives.
5. Scalable solutions and cost-effective solutions for public good

Key Responsibilities

Expert Sourcing and Network Building: Utilize online and offline resources to find qualified individuals (investors. industry partners, mentors, AI experts, subject matter experts, etc) to handhold and support

the projects; develop and maintain a database of expert profiles. Identification of experts in AI; Identify and cultivate relationships with potential experts; Connect CoE/Consortiums to respective experts for handholding the projects experiencing delays; coordinating with MoE, line ministries (MoAFW, MoHFW, MoHUA) state governments, ULBs, etc. to the extent possible for providing support whenever needed.

Project Planning and Strategy: Develop and implement project plan initiatives, ensuring alignment with the strategic objectives set by the Apex Committee. Help define project scope, goals, and deliverables. Help establish project timelines and resource requirements.

Project Coordination and Assessment: Collaborate with cross-functional teams, including data scientists, engineers, analysts, and other relevant stakeholders from the industry/ user groups. Monitor project progress.

Best Practices and Quality Assurance: Identify potential risks and issues that may impact project delivery. Develop and implement risk mitigation strategies. Ensure that projects are delivered on time and within budget. Devise metrics and assessment methods to ensure the quality, accuracy, and sustainability of AI solutions, Review project deliverables. Maintain a strong focus on societal good, data privacy and ethics in project progress.

Stakeholder Engagement: Ability to bridge the gap between technical and non-technical stakeholders, such as AI developers, data scientists, business leaders, and external partners, to ensure that everyone is on the same page and working towards the same goals. If need be, steering the completion of projects towards end goals through providing necessary technical help through connecting COEs with data scientists, AI experts, industry etc.

CPMU Management: Managing CPMU functions in Finance, Administration, Human Resource, Legal and IT verticals.

Budget Management: Establish processes for funds disbursement and tracking expenditures by CoE/Consortiums, Ensure speedy and efficient resource allocation, financial analysis, budget tracking, and expense management for AI projects, Support procurement processes, Preparation of financial reports and presentations for project stakeholders. Compliance- Ensure adherence to GFRs and financial rules and regulations set up by Govt. of India, organizational policies, and audit; Monitor project budgets and expenditures as per established processes. Identify opportunities for cost savings or optimization.

Evaluation and Documentation: Organize mid-term and post-project evaluations to assess the success and impact of sanctioned initiatives. Document lessons learned and best practices for future projects. Ensure compliance with all relevant regulations and standards. Devising strategies to assess and evaluate project outcomes as per Apex and respective sectoral committee guidelines, ethical guidelines and compliance standards in AI and data privacy and compliance with Indian Laws

Reporting and Communication: Prepare regular project status reports for the Apex Committee and stakeholders. Communicate project updates, milestones, and challenges to all relevant parties. Foster strong communication and collaboration among project teams/ PRMC (Project Review and Monitoring Committee)/ MoAFW/ MoHFW/ MoHUA/ MoE etc.

2	**Sectoral Expert (Agriculture and AI) Pay Range (Rs. 40-60 lakhs per annum)**

The Sectoral Domain Expert for Agriculture and AI will be instrumental in ensuring the responsible integration of AI in the agricultural sector, and monitoring the progress of Phase-I projects and CoE in AI for agriculture. This role requires a profound understanding of challenges in Agriculture in Indian context and use of AI to address these challenges as envisaged by Ministry of Agriculture and Farmers Welfare (MoAFW)/ MoE. Sectoral expert should have skills to collaborate with subject matter experts to ensure that sanctioned AI projects in agriculture meet the highest standards of quality and ethical compliance.

Job Description

CPMU proposes to engage an Industry Expert to lead 'Agriculture and AI' sector under this initiative.

The role of Sectoral Experts is a full-time with flexibility of the workplace (CPMU and Delhi Office) and will require frequent travel for project coordination with stakeholders.

The Sector Expert for Agriculture and AI within the CPMU will be responsible for providing specialized knowledge and strategic guidance on the application of artificial intelligence (AI) in the agricultural sector. This role entails assessing, advising, and overseeing sanctioned AI projects related to agriculture, ensuring they align with sector-specific objectives set up by the MoAFW/MoE, Apex and Sectoral Committees and follow best practices. The Sector Expert will play a key role in leveraging AI to enhance agricultural productivity, sustainability, and innovation and shall advise CPC in all matters pertaining to Agriculture.

Essential Qualifications and Experience

1. Master's and/or Ph.D. in agriculture-related fields such as agriculture, agronomy, or agricultural engineering etc. / related discipline
2. Minimum 3-5 years of experience in the agriculture related sector, with a focus on AI or data-driven projects.
3. Strong problem-solving, communication, organizational and leadership skills.
4. Awareness of environmental and agriculture specific regulations, compliance requirements, and ethical considerations.
5. Working knowledge of AI technologies and their potential applications in agriculture
6. Two-year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.

Desirable

1. Certifications in the respective field.
2. Experience with managing large-scale and inter-disciplinary projects (Preferably AI related projects).
3. Must-have, should-have, could-have, and won't have (MoSCoW) prioritization for delivery of the translational outcomes from the users towards minimum viable product/solution.

Key Responsibilities

Expert Sourcing and Network Building: Utilize online and offline resources to find qualified individuals (investors. industry partners, mentors, AI and subject matter experts in agriculture, etc) to handhold and support the projects; develop and maintain a database of expert profiles. Identify and cultivate relationships with potential experts; Connect CoE/Consortiums to respective experts for handholding the projects experiencing delays; coordinating with MoAFW, MoE, state governments, ULBs, etc. to the extent possible for providing support whenever needed.

Project Monitoring: Review and assess AI project proposals within the agricultural domain for technical feasibility and alignment with sector-specific goals as envisaged by line ministry. Providing expert input to project teams on AI solutions and technologies, collaborate with cross-functional teams, including data scientists, engineers, analysts, and other relevant stakeholders from the industry/ user groups for outcome-oriented project implementation, monitor project progress while managing potential risks and issues that may impact project delivery. Maintain a strong focus on societal good, data privacy and ethics in project progress; Ensuring that the sanctioned AI projects adhere to agriculture-related regulations, environmental standards, and ethical guidelines. Helping sector specific CoE to collaborate with regulatory bodies and environmental

agencies, to the extent possible, to address compliance requirements.

Best Practices and Quality Assurance: Identifying best practices and successful use cases of AI in agriculture, Devise metrics and assessment methods to ensure the quality, accuracy, and sustainability of AI solutions in agriculture.

Stakeholder Engagement: Collaborate with the industry, farmers, agronomists, agricultural researchers, and relevant stakeholders to understand their needs and challenges. Facilitate communication and collaboration between AI experts and agricultural practitioners; ensure that everyone is on the same page and working towards the same goals. If need be, steering the completion of projects towards end goals through providing necessary technical help through connecting COEs with data scientists, AI experts, industry etc.

CPMU Management: Managing CPMU functions in Finance, Administration, Human Resource, Legal and IT verticals; mentoring members of team looking after Agriculture thrust area.

Budget Management (In consultation with CPC): Establish processes for funds disbursement and tracking expenditures by CoE/Consortiums, Ensure speedy and efficient resource allocation, financial analysis, budget tracking, and expense management for AI projects, Support procurement processes, Preparation of financial reports and presentations for project stakeholders. Compliance-Ensure adherence to GFRs and financial rules and regulations set up by Govt. of India, organizational policies, and audit; Monitor project budgets and expenditures as per established processes. Identify opportunities for cost savings or optimization.

Reporting and Communication (In consultation with CPC): Prepare regular project status reports for the Apex Committee and stakeholders. Communicate project updates, milestones, and challenges to all relevant parties. Foster strong communication and collaboration among project teams/ PRMC (Project Review and Monitoring Committee)/ MoAFW/ MoE etc.

Evaluation and Documentation (In consultation with CPC): Organize mid-term and post-project evaluations to assess the success and impact of sanctioned initiatives. Document lessons learned and best practices for future projects. Ensure compliance with all relevant regulations and standards. Devising strategies to assess and evaluate project outcomes as per Apex and respective sectoral committee guidelines, ethical guidelines and compliance standards in AI and data privacy and compliance with Indian Laws

Any task as assigned by CPC/ Apex Committee/ Sectoral Committee/ MoAFW/ MoE

3	**Sectoral Expert (Health and AI) Pay Range (Rs. 40-60 lakhs per annum)**
	The Sectoral Domain Expert for Health and AI will be instrumental in ensuring the responsible integration of AI in a healthcare sector and monitoring the progress of Phase-I projects and CoE in AI for Health. This role requires a profound understanding of challenges in Health/Healthcare (in Indian context) and use of AI to address these challenges as envisaged by Ministry of Health and Family Welfare (MoHFW)/ MoE. Sectoral expert should have skills to collaborate with subject matter experts to ensure that sanctioned AI projects in in healthcare meet the highest standards of quality and ethical compliance. **Job Description** CPMU proposes to engage an Industry Expert to lead 'Health and AI' Sector under this initiative. The role of Sectoral Experts is a full-time with flexibility of the workplace (CPMU and Delhi Office) and will require frequent travel for project coordination with stakeholders. The Sector Expert for Agriculture and AI within the CPMU will be responsible for providing specialized knowledge and strategic guidance on the application of artificial intelligence (AI) in the health sector. This role entails assessing, advising, and overseeing sanctioned AI projects related to health ensuring they align with sector-specific objectives set up by the MoHFW, MoE, Apex and Sectoral Committees and follow best practices. The Sector Expert will play a pivotal role in leveraging AI to enhance healthcare outcomes while addressing the unique challenges of the sector and shall advise CPC in all matters pertaining to Health. The CoE in the Health and AI sector will focus on setting up a digital platform to capture health records, anonymization, and creation of a test bed for AI-inspired disease prediction and diagnosis, a systematic trusted platform for conducting trials and collecting data, and a pandemic or endemic prediction at different places of our country. An auxiliary deliverable will be a methodology to deploy and prove the efficacy of AYUSH medicines. The CoE will address defined needs of the aligned industries like

pharmaceuticals, biotechnology, medical equipment, health insurance, telemedicine**,** etc.

Essential Qualifications and Experience
1. Master's and/or Ph.D. in healthcare-related field, such as medicine, healthcare management, or biomedical engineering, etc. / related discipline
2. Minimum 3-5 years of experience in the health-related sector, with a focus on AI or data-driven projects.
3. Strong problem-solving, communication, organizational and leadership skills.
4. Awareness of health/healthcare etc. specific regulations, compliance requirements, and ethical considerations.
5. Working knowledge of AI technologies and their potential applications in health
6. Two-year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.

Desirable
1. Certifications in the respective field.
2. Experience with managing large-scale and inter-disciplinary projects.
3. Must-have, should-have, could-have, and won't have (MoSCoW) prioritization for delivery of the
4. translational outcomes from the users towards minimum viable product/solution.

Key Responsibilities
Expert Sourcing and Network Building: Utilize online and offline resources to find qualified individuals (investors. industry partners, mentors, AI and subject matter experts in health, etc) to handhold and support the projects; develop and maintain a database of expert profiles, Identify and cultivate relationships with potential experts; Connect CoE/Consortiums to respective experts for handholding the projects experiencing delays; coordinating with MoHFW, MoE, state governments, ULBs, etc. to the extent possible for providing support whenever needed.
Project Monitoring: Review and assess AI project proposals within the health domain for technical feasibility and alignment with sector-specific goals as envisaged by MoHFW/MoE. Providing expert input to project teams on AI solutions and technologies, collaborate with cross-functional teams, including data scientists, doctors, analysts, and other relevant stakeholders from the industry/ user groups for outcome-oriented project implementation, Monitor project progress while managing potential risks and issues that may impact project delivery. Maintain a strong focus on societal good, data privacy and ethics in project progress; Ensuring that the sanctioned AI projects adhere to health and medicine-related regulations, environmental standards, and ethical guidelines. Helping sector specific CoE to collaborate with regulatory bodies and environmental agencies, to the extent possible, to address compliance requirements.
Best Practices and Quality Assurance: Identifying best practices and successful use cases of AI in health, ensure that lead Institute has an ethics committee and project has necessary approvals, if needed. Devise metrics and assessment methods to ensure the quality, accuracy, and sustainability of AI solutions in health.
Stakeholder Engagement: Collaborate with the industry, healthcare professionals, researchers, administrators, and relevant stakeholders to understand their needs and challenges. Facilitate communication and collaboration between AI experts and health/medical practitioners; ensure that everyone is on the same page and working towards the same goals. If need be, steering the completion of projects towards end goals through providing necessary technical help through connecting COEs with data scientists, AI and subject matter experts, industry etc.
CPMU Management: Managing CPMU functions in Finance, Administration, Human Resource, Legal and IT verticals; mentoring members of team looking after Health thrust area.
Budget Management (In consultation with CPC): Establish processes for funds disbursement and tracking expenditures by CoE/Consortiums, Ensure speedy and efficient resource allocation, financial analysis, budget tracking, and expense management for AI projects, Support procurement processes, Preparation of financial reports and presentations for project stakeholders. Compliance- Ensure adherence to GFRs and financial rules and regulations set up by Govt. of India, organizational policies, and audit; Monitor

project budgets and expenditures as per established processes. Identify opportunities for cost savings or optimization.

Reporting and Communication (In consultation with CPC): Prepare regular project status reports for the Apex Committee and stakeholders. Communicate project updates, milestones, and challenges to all relevant parties. Foster strong communication and collaboration among project teams/ PRMC (Project Review and Monitoring Committee)/ MoHFM/ MoE etc.

Evaluation and Documentation (In consultation with CPC): Organize mid-term and post-project evaluations to assess the success and impact of sanctioned initiatives. Document lessons learned and best practices for future projects. Ensure compliance with all relevant regulations and standards. Devising strategies to assess and evaluate project outcomes as per Apex and respective sectoral committee guidelines, ethical guidelines and compliance standards in AI and data privacy and compliance with Indian Laws.

Any task as assigned by CPC/ Apex Committee/ Sectoral Committee/ MoHFW/ MoE

4	**Sectoral Expert (Sustainable Cities and AI) Pay Range (Rs. 40-60 lakhs per annum)**

The Sectoral Domain Expert for Sustainable Cities and AI will be instrumental in ensuring the responsible integration of AI in urban development for sustainable and liveable cities, and monitoring the progress of Phase-I projects and CoE in AI for Sustainable Cities. This role requires a profound understanding of challenges in urban development (in Indian context) and use of AI to address these challenges as envisaged by Ministry of Housing and Urban Affairs. Sectoral expert should have skills to collaborate with subject matter experts to ensure that sanctioned AI projects in this sector meet the highest standards of quality and ethical compliance while advancing urban sustainability.

Job Description

CPMU proposes to engage an Industry Expert to lead the initiative of establishment of Centres of Excellence (AI for Sustainable Cities) as a part of "Make AI in India and Make AI work for India".

The role of Sectoral Experts is a full-time with flexibility of the workplace (CPMU and Delhi Office) and will require frequent travel for project coordination with stakeholders.

As part of this initiative, leading HEI (Higher Education Institute) through a consortium of industry and other partners shall participate in conducting interdisciplinary research, develop cutting-edge applications and scalable problem solutions in the areas sustainable cities aligned with national interests as per guidelines of MoHUA (Ministry of Housing and Urban Affairs) [https://iitjammu.ac.in/aicpmu/ProblemStatement-SustainableCities.pdf]

The Sector Expert for sustainable cities and AI within the CPMU will be responsible for providing specialized knowledge and strategic guidance on the application of artificial intelligence (AI) in building smart and sustainable cities. This role involves assessing, advising, and overseeing AI projects related to urban development, infrastructure, and sustainability, ensuring alignment with sector-specific objectives set by the Apex Committee and best practices. The Sector Expert will play a pivotal role in leveraging AI to enhance solutions and shall advise CPC in all matters pertaining to Sustainable Cities.

Essential Qualifications and Experience

1. Master's and/or Ph.D. in Architecture/ Urban planning/Civil Engineering/Environmental Engineering/Construction management etc. / related disciplines
2. Minimum 3-5 years of experience in the sustainable cities or related sector
3. Strong problem-solving, communication, organizational and leadership skills.
4. Awareness of sustainability principles, urban planning and sustainable cities related regulations, compliance requirements, and ethical considerations.
5. Working knowledge of AI technologies and their potential applications in urban planning / sustainable cities
6. Two-year experience working on various AI projects (Data Science/ Machine Learning/ Generative AI/Computer vision etc.) and/or multi-disciplinary and cross-sectoral large scale projects.

Desirable

1. Certifications in the respective field.
2. Experience with managing large-scale and inter-disciplinary projects.
3. Must-have, should-have, could-have, and won't have (MoSCoW) prioritization for delivery of the translational outcomes from the users towards minimum viable product/solution.

Key Responsibilities

Expert Sourcing and Network Building: Utilize online and offline resources to find qualified individuals (investors. industry partners, mentors, AI and subject matter experts, etc) to handhold and support the projects; develop and maintain a database of expert profiles. Identification of experts in AI; Identify and cultivate relationships with potential experts; Connect CoE/Consortiums to respective experts for handholding the projects experiencing delays; coordinating with MoHUA, MoE, state governments, ULBs, etc. to the extent possible for providing support whenever needed.

Project Monitoring: Review and assess AI project proposals within the sustainable cities domain for technical feasibility and alignment with sector-specific goals as envisaged by MoHUA/MoE. Providing expert input to project teams on AI solutions and technologies, collaborate with cross-functional teams, including data scientists, engineers, architects, city planners, etc., and other relevant stakeholders from the industry/ user groups for outcome-oriented project implementation, monitor project progress while managing potential risks and issues that may impact project delivery. Maintain a strong focus on societal good, data privacy and ethics in project progress; Ensuring that the sanctioned AI projects adhere to urban planning & sustainable cities related regulations, environmental standards, and ethical guidelines. Helping sector specific CoE to collaborate with regulatory bodies and environmental agencies, to the extent possible, to address compliance requirements.

Best Practices and Quality Assurance: Identifying best practices and successful use cases of AI in sustainable cities Devise metrics and assessment methods to ensure the quality, accuracy, and sustainability of AI solutions in sustainable cities.

Stakeholder Engagement: Collaborate with the industry, city planners, developers, architects, environmental experts, transportation professionals, and other relevant stakeholders to understand their needs and challenges. Facilitate communication and collaboration between AI experts and sector-specific practitioners; ensure that everyone is on the same page and working towards the same goals. If need be, steering the completion of projects towards end goals through providing necessary technical help through connecting COEs with data scientists, AI and subject matter experts, industry etc.

CPMU Management: Managing CPMU functions in Finance, Administration, Human Resource, Legal and IT verticals; mentoring members of team looking after Sustainable Cities thrust area.

Budget Management (In consultation with CPC): Establish processes for funds disbursement and tracking expenditures by CoE/Consortiums, Ensure speedy and efficient resource allocation, financial analysis, budget tracking, and expense management for AI projects, Support procurement processes, Preparation of financial reports and presentations for project stakeholders. Compliance- Ensure adherence to GFRs and financial rules and regulations set up by Govt. of India, organizational policies, and audit; Monitor project budgets and expenditures as per established processes. Identify opportunities for cost savings or optimization.

Reporting and Communication (In consultation with CPC): Prepare regular project status reports for the Apex Committee and stakeholders. Communicate project updates, milestones, and challenges to all relevant parties. Foster strong communication and collaboration among project teams/ PRMC (Project Review and Monitoring Committee)/ MoHUA/ MoE etc.

Evaluation and Documentation (In consultation with CPC): Organize mid-term and post-project evaluations to assess the success and impact of sanctioned initiatives. Document lessons learned and best practices for future projects. Ensure compliance with all relevant regulations and standards. Devising strategies to assess and evaluate project outcomes as per Apex and respective sectoral committee guidelines, ethical guidelines and compliance standards in AI and data privacy and compliance with Indian Laws

Any task as assigned by CPC/ Apex Committee/ Sectoral Committee/ MoHUA/ MoE