

ORGANISATION	National Institute of Urban Affairs (NIUA)
POSITION	Project Manager
PROJECT NAME	Digital India Land Records Modernization Programme
DUTY STATION	Department of Land Resources, Ministry of Rural Development, Nirman Bhawan, New Delhi
DURATION	12 months
NATURE OF ENGAGEMENT	Contractual, full-time

About the National Institute of Urban Affairs (NIUA)

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for urban sector in India. NIUA's broad objective is to bridge the gap between research and practice on issues related to urbanisation. For more than 45 years now, NIUA has been the vanguard for contributing to and building the urban narrative for a fast-evolving urban India. The Institute has been actively working on bringing forth key areas of concern for urban India in order to build the discourse at various scales. It has utilised its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously strive to develop sustainable, inclusive and productive urban ecosystems in the country.

About the Digital India Land Records Modernization Programme

DILRMP is spearheaded by the Department of Land Resources (DoLR), Ministry of Rural Development and came into effect in April 2016. The programme aims to develop an Integrated Land Information Management System, and to establish apt systems and mechanisms to ensure real-time updation of land records on a continuous basis, so that the computerised information on land mirrors the ground/ physical reality at every point of time. To leverage technology for enhancing transparency, efficiency and accessibility in land administration, and to lay the foundation for inclusive growth and development, DoLR is establishing a National Project Management Unit (NPMU). The NPMU will ensure effective implementation, monitoring, and scalability of DILRMP, leveraging its successes and addressing challenges by March 2026.

Key Responsibility Areas

- Ensure all programme activities are completed on time, within scope, and budget, coordinating various stakeholders to align programme objectives with ministerial goals.
- Deploy and control detailed programme management plans, ensuring management of programme schedules and deliverables.
- Manage the programme budget to ensure optimal use of resources and financial transparency.
- Assess potential programme issues and managing contingencies.
- Allocate roles and tasks within the NPMU, monitoring individual contributions and assisting team members with overcoming challenges.
- Regularly track programme issues, create and monitor effective issue resolution plans, and escalate issues in a timely manner.

- Identify and assess risks in each functional area, report assessment outcomes, and adopt measures to control the impact.
- Manage relationships with government officials, technology providers, and other key partners, acting as the primary point of contact to resolve issues and fulfill stakeholder requirements.
- Ensure compliance with relevant laws, regulations, and standards, and implement quality control processes to maintain high standards in programme deliverables.
- Prepare comprehensive reports and presentations for DoLR on programme progress, challenges, and solutions, maintaining accurate records and documentation for all programme activities.
- Respond to additional duties and responsibilities as assigned by senior officials of DoLR.

Work Experience Required

- Strong background in land administration, with at least 6 years' experience in the field of maintenance of land records/ survey/ re-survey / map digitisation/ MIS/ GIS/ land revenue and registration/ mutation/ land-use policy/ land administration, and related works.
- Skilled in managing change processes within a governmental context.
- Highly motivated and skilled in team management.
- Well-organised, with proficiency in building networks both inside and outside the organisation.

Educational Qualifications Required

- Master's degree in Engineering/ Technology/ Information Technology/ Computer Applications/ Business Administration, or a Bachelor's degree in Engineering/ Technology, or a related field.

Remuneration

At par with the standards established by DoLR, commensurate with experience and skills. Proof of past remuneration (last received salary/ monthly contract payment) would be required.

Application Process

- Applications to be only submitted online through NIUA's portal.
- Only candidates whose applications are complete in all regard and adhere to the prescribed format will be considered.
- Only shortlisted candidates will be notified.

Last Date to Apply: Applications will be accepted until the position is filled.