

Vacancy Announcement

Job Description for Program Officers- CITIIS 2.0

ORGANIZATION	National Institute of Urban Affairs (NIUA)
FUNCTIONAL TITLE	Program Officer – CITIIS 2.0
PROJECT NAME	City Investments To Innovate, Integrate & Sustain (CITIIS)
DUTY STATION:	New Delhi, India
DURATION	One Year (Renewable)
TYPE OF CONTRACT	Individual Consultant Contract (Full-time)
NUMBER OF POSITIONS	03

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 urbanization. For more than 40 years now, NIUA has been the vanguard for contributing to and building the urban narrative for a fast-evolving Urban India.

The Institution has been actively working on bringing forth key areas of concern for urban India in order to build the urban discourse at various urban scales. It has utilized its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously striving to develop sustainable, inclusive, and productive urban ecosystems in the country. It has emerged as a thought leader and knowledge hub for urban development in India and is sought out by both Indian and International organizations for collaborations and partnerships in India's urban transforming journey. NIUA is committed towards aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programs.

About CITIIS 2.0

CITIIS 2.0 is a program conceived by the Ministry of Housing and Urban Affairs (MoHUA) in partnership with the French Development Agency (AFD), Kreditanstalt für Wiederaufbau (KfW), the European Union (EU), and National Institute of Urban Affairs (NIUA). The program approved by the Union Cabinet on 31 May 2023 and it envisages to support eighteen competitively selected projects promoting circular economy with focus on integrated waste management at the city level, climate-oriented reform

actions across twenty-one States, and institutional strengthening and knowledge dissemination at the National level.

The funding for CITIIS 2.0 would include a loan of Rs.1760 crore (EUR 200 million) from AFD and KfW (EUR 100 million each) and a technical assistance grant of Rs.106 cr. (EUR 12 million) from the EU.

Following the CITIIS 1.0 model, CITIIS 2.0 has three major components:

Component 1: Financial and technical support for developing projects focused on building climate resilience, adaptation and mitigation in 18 cities through selection of competitively selected projects promoting circular economy with focus on integrated waste management.

Component 2: The States will be provided support to (a) set-up/strengthen their existing State climate centres/ Climate cells/ equivalents (b) create State and city level Climate Data Observatories (c) facilitate climate-data driven planning, develop climate action plans and (d) build capacities of municipal functionaries.

Component 3: Interventions at all three levels; Centre, State and City to further climate governance in urban India through institutional strengthening, knowledge dissemination, partnerships, building capacity, research and development to support scale up across all States and Cities.

The CITIIS 2.0 program is strategically aligned with the second phase of Swachh Bharat Mission-Urban. The SBM-U 2.0 was launched on 1st October 2021, for a period of 5 years (till October 2026). The vision for SBM-U 2.0 is to achieve “Garbage Free” status for all cities by 2026 and institutionalizing ‘Swachh’ behaviour amongst the citizens. The Government of India in partnership with States/ UTs and ULBs is committed to make all cities ‘Garbage Free’ under SBM-Urban 2.0 to contribute to the achievement of the Sustainable Development Goals (SDG) 2030, which will ultimately improve the quality of life and ease of living of urban populations, thus leading to urban transformation.

Responsibilities

NIUA is seeking highly motivated Program Officers for the CITIIS 2.0 program to support the program implementation, with a specific focus on integrated solid waste management (ISWM) at the city level. The selected candidate will work closely with the Program Director, CITIIS at NIUA, senior officials at the Ministry of Housing & Urban Affairs (MoHUA) and thematic experts to support operations, coordination, stakeholder engagement, reporting, and knowledge dissemination activities.

The responsibilities of the program officers will include, but will not be limited to:

- Support the strategic thinking of Waste Policy and Management System design of State Governments, Urban Local Bodies and Smart City SPVs.
- Support the elaboration of feasibility studies, E&S studies mandatory document, compliantly with IFIs standard, and CITIIS 2.0 guidelines.
- Support the day-to-day planning, implementation, and monitoring of CITIIS 2.0 activities with State Governments, Urban Local Bodies and Smart City SPVs.
- Liaise with the city levels team to ensure effective knowledge transfer, continuity of learning, and integration of best practices into the projects.
- Coordinate with internal teams and program partners (MoHUA, AFD, KfW, EU, State Governments, and ULBs) for smooth implementation of program deliverables.
- Provide analytical and research support related to integrated solid waste management, climate resilience, and circular economy principles.
- Draft technical and policy documents, including consultation papers, technical memos, project summaries, and background notes.
- Assist in the review and collation of feedback on program documents from national and international partners.
- Support the preparation of meeting agendas, minutes, briefing notes, and synthesis reports from consultations and field visits.
- Support the planning and execution of program events such as workshops, roundtables, review missions, field visits, and training sessions at national, state, and city levels.
- Assist in managing logistics, stakeholder coordination, and on-site support for program events, especially focused on behavior change communication.

Reporting

The program officers shall report to the Program Coordinator & TL- CITIIS at NIUA, New Delhi.

Skills and Qualifications

- Post Graduate (master degree) in Urban Planning/ Environmental Planning/ Engineering or equivalent from a reputed institute.

- Minimum 4 years of work experience in the solid waste management sector.
- Familiarity with government programs related to urban development such as the Swachh Bharat Mission, AMRUT and Smart Cities Mission.
- Knowledge of solid waste management systems, circular economy principles, and urban climate resilience.
- Demonstrated experience of developing project reports, consultation papers, policy primers etc.
- Excellent written and oral communication skills.

References

Please provide name and contact information of three references.

Remuneration

As par with the industry standards, depending on experience and skills and fitment with NIUA remuneration structures. Proof of past remuneration (last received salary/monthly contract payment) would be required.

Application process

Submit CV and cover letter through the NIUA portal.

Last Date of Application: 10th December, 2025