



INDIAN INSTITUTE FOR  
HUMAN SETTLEMENTS

## PROJECT MANAGER - CAMPUS DEVELOPMENT

### About Us

The IIHS is a national education institution committed to the equitable, sustainable and efficient transformation of Indian settlements. IIHS is a prospective national University for Innovation focused on India's on-going urban transformation. It will address the challenges of urbanisation through an integrated programme of high quality education, research and knowledge generation, executive training, distance learning, design and advisory services, advocacy and intervention. For more information, see [www.iihs.co.in](http://www.iihs.co.in)

### Job Description

Seeking a Project Manager preferably with Design - Build experience.

IIHS is in the process of developing its Campus in the Kengeri region of Bengaluru. The project manager shall be part of the Campus Development team and shall have the overall responsibility for the project from pre-design, design, estimating, through construction and handover of the Campus. The duties for this position include but are not limited to:

- Managing and coordinating the pre-design and pre-construction surveys and studies.
- Identification and selection of vendors and consultants
- Working with various agencies and consultants early in process to ensure coordination of design process with IIHS team and other key stakeholders including the neighboring community.
- Design review and coordination
- Preparation and management of budgets and overseeing tendering process
- Negotiation , contract preparation , administration of contracts and control of budgets
- Establishing project delivery metrics and providing ongoing internal reports and feedback to the design team and executing agencies.
- Monitoring project delivery against established budgets and schedules, and providing variance reports, feedback and constructive intervention and support as and when required.
- Ensure delivery of project as per Performance standards and Quality benchmarks
- Maintain good working relationships with all levels of organization and community (i.e. all trades, engineers, architects and co-workers)

### Requirements

The following skills and experience are looked for in a successful candidate:

Preferably a Project management degree/diploma, Civil Engineering degree/diploma or an Architectural degree/diploma with a minimum of 5 years' experience in design coordination, contract supervision / project management and quality assurance certification involving medium / large scale projects (i.e institutions, colleges, hotels, hospitals, residential etc.) International experience is desirable.

Understanding of current norms governing the Environmental Assessment Process, and current approvals requirements. Experience of working with multi-disciplinary teams involving quality management and project delivery systems. Ability to work independently, as part of a team and as a mentor to junior staff.

A positive attitude and team based interpersonal skills is essential.



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**Diversity Policy**

The IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

**Contact**

Please send an updated resume and a cover letter addressing how you meet the above requirements to:

Human Resources (hr@iihs.co.in)  
Indian Institute for Human Settlements (IIHS)  
Bangalore City Campus  
No. 197/36, 2<sup>nd</sup> Main, Sadashivanagar  
Bangalore 560080.

***Please mention the Subject of the e-mail as 'Project Manager – Campus Development'.***