

ORGANIZATION	National Institute of Urban Affairs (NIUA)
FUNCTIONAL TITLE	Senior Program Associate (Municipal Finance)
NO. OF POSTS	One
DUTY STATION	New Delhi, India
DURATION	12 Months - extendable
TYPE OF CONTRACT	Individual full-time contract

About the National Institute of Urban Affairs (NIUA):

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of the Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for the 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 Institute 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 strive 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 after by both Indian and international organizations for collaborations and partnerships in India's urban transforming journey. NIUA is committed to aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programmes.

Role & Responsibilities:

The Senior Program Associate (Municipal Finance) will take a leadership role in supporting municipal finance reforms across various states and Urban Local Bodies (ULBs). This role involves designing, implementing, and monitoring municipal financial systems and reforms, providing technical support, and ensuring effective coordination with state and local governments to enhance municipal financial management.

Key Responsibilities:

- Lead the design and implementation of municipal finance reforms at the state and ULB levels.
- Conduct research and analysis on municipal finance trends, challenges, and opportunities to inform policy and program development.
- Provide strategic guidance on improving financial management systems, resource mobilization, enhance own source revenues and expenditure efficiency in ULBs.
- Support ULBs in developing comprehensive financial strategies, including budgeting, accounting, revenue collection, and expenditure management.
- Develop financial guidelines, toolkits, and operational manuals to standardize municipal financial processes across ULBs.
- Monitor and evaluate the progress of municipal finance reforms, identifying gaps and recommending corrective measures.
- Coordinate with government bodies, ULBs, and other stakeholders to ensure smooth implementation and compliance with municipal finance regulations.
- Provide advisory support in setting up financial reporting frameworks, accounting standards, and internal control systems for municipalities.
- Lead capacity-building initiatives, including training programs and workshops, to improve the financial acumen of municipal officials.
- Prepare and present reports on the progress of municipal finance projects to senior government officials, policymakers, and donors.

Skills, Qualifications & Experience:

- B.Com/CA/MBA Intermediate or equivalent in finance, accounting, or related disciplines or Master's Degree/MPhil/PhD in Economics/Statistics/Public Policy/Business Studies/Urban Finance and Management
- 5-8 years of experience in municipal finance, public finance management, or similar fields, with a strong understanding of ULB financial systems.
- Demonstrated experience in designing and implementing financial reforms, accounting systems, or resource mobilization strategies for urban local bodies.
- Strong knowledge of State Finance Commissions, municipal finance and governance frameworks.
- Expertise in financial reporting, budgeting, and revenue management practices, property taxation
- Excellent communication, leadership, and stakeholder management skills.
- Experience working with government agencies, think tanks, or public sector organizations in a similar role.
- Proficiency in financial management software and systems is preferred.
- Strong Writing Skills and experience in drafting National Level Reports

No. of Positions: 1

Reporting Officer: Director, NIUA

Last Date to Apply: October 15, 2024

Application process: Submit your application through the NIUA Job Portal