

**Terms of Reference**  
**Senior Architect / Senior Urban Designer**

**Project Background:**

Tamil Nadu Urban Habitat Development Board (TNUHDB) is implementing the Tamil Nadu Housing and Habitat Development Project financed by the World Bank. The objective of the project is to strengthen the housing sector institutions of Tamil Nadu for increased and sustainable access to affordable housing. This project will finance technical assistance and capacity building support to state-level institutions and their programs. Under this component, support will be extended to TNUHDB to improve their institutional performance and capacity, and to enhance the effectiveness of their programs and sustainability.

Tamil Nadu Urban Habitat Development Board is also currently preparing the Inclusive Resilient Sustainable Housing for Urban Poor Project in Tamil Nadu financed by the Asian Development Bank. The Proposed project will promote access to inclusive, resilient, and sustainable housing and urban development in Tamil Nadu by supporting Tamil Nadu in:

- i. relocating vulnerable communities living in high-risk areas to safe shelter
- ii. providing affordable, proper housing for households and migrant workers from the economically weaker sections (EWS) and low-income group (LIG)
- iii. strengthening the state's capacity to design and implement integrated development plans for its regions. The project will support the resettlement of slum households in vulnerable waterways to safe relocation sites.

**Roles & Responsibilities:**

- Review design briefs for proposed projects, factoring in multi-disciplinary inputs including planning and design, engineering, environment, community inputs etc.
- Lead/ review of TNUHDB project concept masterplans adopting global best practices in housing and urban design, in addition to ensuring compliance with RUDF, EMF, SSGMF, TNCDDBR and other relevant statutory documents.
- Assist to obtain all mandatory clearances for the project and ensure the same at pre construction, live construction and post construction stages.
- Prepare Proposals for EIA Clearance / CRZ Clearance for the projects which attract EIA/CRZ Clearance.
- Integrate or assist in the integration of relevant stakeholder/ community inputs into the site designs
- Oversee the development of Detailed Design and Tender drawings, and ensure that the concept design core considerations are not compromised.
- Oversee and assist in the development of Good for Construction (GFC) drawings, consolidating inputs from Planning, SMEP (Structural, Mechanical, Engineering, Plumbing), fire and other requirements. Monitor and ensure high quality GFC drawings.

- Prepare protocols including drawing release sequence, drawing lists etc. to ensure smooth and effective technical coordination with the contractors
- Provide guidance to contractors and subcontractors such as builders, plumbers, and electricians, and help them interpret design specifications, as needed.
- Review the Bill of Quantity (BOQ) prepared by the engineering team, to cross-check architectural specifications; provide suggestions for value engineering without compromising the core design considerations.
- Coordinate with Planning Wing of TNUHDB and PMU as well as external consultants across disciplinary domains (e.g., landscape architecture) to ensure optimal design outcomes.

#### **Monitoring and Reporting:**

- Travel to and visit project construction sites on a regular basis to observe construction progress as per the approved drawings and compose field report.
- Prepare or assist in the preparation of monthly, quarterly and biannual implementation performance reports for TNUHDB's internal management and progress / monitoring reports for the World Bank/ Asian Development Bank.
- Communicate and track project status and completion timelines of all TNUHDB projects including ADB projects.
- Present project briefs (summary of status) to concerned officials of TNUHDB and to the Project Director.
- Prepare site visit monitoring reports and identify issues that require the intervention of the senior / top management of TNUHDB so that effective corrective and preventive actions may be taken in a timely manner.
- Liaise closely, via the TNUHDB, where technical guidance is required, with the Planning Wing of TNUHDB, Urban Design and Environmental Specialists of the World Bank/ADB task team.

#### **Qualification and Experience:**

Post Graduate degree in Architecture preferred (or) Post graduate degree in Urban Design/ Construction Management with an undergraduate degree in Architecture

- Minimum 7 years of post-qualification work experience in urban design and architecture along with the field coordination in construction sites in Government / Semi-Government / Autonomous organizations or urban local body / Public Sector Undertaking / Institutions / Private Companies of repute or Real estate establishments.
- Registered architect as per the Council of Architecture norms and enrollment in Indian Institute of Architects (IIA) preferred.
- Strong conceptual design skills with the ability to bring in an urban design approach to projects; strong eye for detail
- High degree of technical competence in the use of design-related software including AutoCAD, Sketch Up, Revit, Rhino, BIM etc.
- Basic understanding of the rules and regulations governing the Construction industry.
- Knowledge of urban design/ landscape architecture / urban development / housing / slum development related projects / programs highly desirable

- Familiarity with design software like Photoshop, 3ds Max, Lumion & other plugin, Twin Motion, V-Ray, GIS, I – Render is preferred.
- Familiarity with the latest architectural designs and trends.
- Strong project management and time management skills
- Strong leadership and coordination skills
- Ability to liaise with TNUHDB technical staff as well as external consultants towards desired design outcomes.
- Good written and oral communication skills in English and Tamil.
- Ability to communicate in Tamil will be preferred.

**Duration:**

- Appointment to the post will be on contract basis initially for a period of 24 calendar months from the date of award of contract or till the end of the project whichever is earlier.

**Reporting Arrangements:**

- The Senior Architect/ Senior Urban Designer will report to the Project Director, PMU / TNUHDB.