

TERMS OF REFERENCE (ToR)

Position: Technical Expert

1. Number of Post

01 (One)

2. Place of Posting

Tura, with frequent travel to project sites and field locations.

3. Nature of Engagement

Contractual, co-terminus with the project, with performance-based renewal.

4. Reporting Authority

The Technical Expert shall report to the State Project Management Unit (SPMU), MBDA / Programme Lead, and coordinate with district teams, technical agencies, and implementation partners.

5. Core Purpose of the Position

To provide technical leadership and expert guidance in planning, design, and implementation of renewable energy and infrastructure-related interventions, ensuring quality, compliance, efficiency, and sustainability in alignment with programme objectives and national standards.

6. Key Roles and Responsibilities

The Technical Expert shall:

- Provide technical guidance and advisory support in project planning, design, and implementation.
- Review and validate engineering designs, drawings, specifications, and technical documents.
- Ensure compliance with relevant codes, standards, regulatory frameworks, and government guidelines.
- Conduct technical feasibility studies, site assessments, and due diligence.
- Monitor project execution to ensure adherence to quality, safety, and efficiency standards.
- Identify technical risks and constraints, and recommend appropriate mitigation measures.
- Support procurement processes through preparation/review of technical specifications, DPRs, and bid documents.
- Coordinate with engineers, contractors, consultants, government authorities, and community stakeholders.
- Provide inputs on renewable energy solutions, sustainability practices, and environmental safeguards.
- Track project timelines, deliverables, and milestones to ensure timely implementation.
- Prepare and review technical reports, progress updates, and documentation.
- Support preparation of monthly/quarterly progress reports and risk management reports.

7. Essential Qualification

- Graduate / Post-Graduate in:
 - Civil Engineering
 - Electrical Engineering
 - Mechanical Engineering
 - Environmental Engineering
 - Electronics / Instrumentation
 - Renewable / Sustainable Energy

8. Essential Experience

- Minimum 07 (seven) years of relevant professional experience in:
 - Renewable energy projects
 - Government projects/schemes
 - DPR preparation and technical documentation
 - Tendering, procurement, and contract management
- Experience in handling multi-disciplinary teams and stakeholder coordination (Government, communities, contractors, consultants, etc.)
- Familiarity with MNRE guidelines and national policies related to renewable energy

9. Desired Skills & Competencies

- Strong multi-project management and coordination skills
- Experience in government liaisoning and inter-departmental coordination
- Ability to manage budgets, timelines, and deliverables
- Strong analytical and problem-solving skills
- Knowledge of risk assessment and mitigation frameworks
- Proficiency in technical documentation, reporting, and presentation
- Understanding of sustainability, energy efficiency, and environmental compliance

10. Remuneration

Remuneration shall be as per MBDA/ MBMA Policy.

11. Other Conditions

- The role requires frequent field travel across project locations.
- The candidate must demonstrate high levels of technical competency, accountability, and adaptability.
- MBDA/ MBMA reserves the right to modify roles and responsibilities based on programme requirements.