

**Important Notes**

- 1) **Qualified and experienced candidates** are requested to submit their resumes/CVs by clearly mentioning the **Job Code and Job Title** in both the subject line and body of the email. Please send the resumes/CVs to **recruitment.adcl@gmail.com** by **May 22, 2025 (17:30 Hrs)**. Resumes/CVs submitted without the Job Code and Job Title will not be considered.
- 2) These positions are based in **Vijayawada/Amaravati**.
- 3) **Applications sent via post or physical submission will not be accepted.**
- 4) **Only shortlisted candidates** will be contacted for the further selection process.
- 5) The organization reserves the right to **cancel or modify the recruitment process** at any stage without assigning any reason.
- 6) **Incomplete applications** or those not adhering to the instructions will be **rejected without further notice**.
- 7) **Canvassing in any form** will lead to **disqualification**.
- 8) Department-wise **Job Title, Job Code, and Job Description Details** are presented below

## ADCL- Job Title, Job Code & Job Description Details

S.No	Job Title	Job Code	Job Description Details
<b>Department: Engineering Department</b>			
1	Senior Infrastructure Engineer	Engg/2025/01	<p><b>Education:</b> Must have a Diploma or Bachelor's Degree in Civil Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have more than 15 years of work experience in executing Urban infrastructure projects, especially in Roads and bridges, Water supply and wastewater systems, Flood control and stormwater drains, Power distribution and related works.</p> <p><b>Desirable:</b> (i) Experience working on Smart Cities, New Cities, or Integrated Urban Infrastructure Projects (ii) Strong experience in project coordination, including planning, execution, and monitoring (iii) Familiarity with multi-sector urban development such as water, roads, power, ICT, and stormwater systems (iv) Ability to manage site teams, vendors, and contractors, and ensure timely daily progress reporting.</p>
2	Assistant/ Associate Engineer	Engg/2025/02	<p><b>Education:</b> Must have a Diploma or Bachelor's Degree in Civil Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have 8 to 15 years of work experience in executing Urban infrastructure projects, especially in Roads and bridges, Water supply and wastewater systems, Flood control and stormwater</p>

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			<p>drains, Power distribution and related works.</p> <p><b>Desirable:</b> (i) Strong experience in project coordination, including planning, execution, and monitoring (ii) Ability to manage site teams, vendors, and contractors, and ensure timely daily progress reporting.</p>
<b>Department: Urban Greenery &amp; Forest (UGF) Department</b>			
3	Horticulture Officer	UGF/2025/01	<p><b>Education:</b> Must possess a Graduation/ Bachelor's Degree in Horticulture/ Agriculture from a University in India recognised by ICAR.</p> <p><b>Experience:</b> More than 5 years of experience in Implementation/ field experience in Horticulture/Forestry/ Urban Green in any Govt/ Public Sector/ Private Sector in raising and maintenance of Block Plantation /Avenue Plantations/ Nursery Works/ Landscaping Works/ Urban Afforestation, etc.</p> <p><b>Desirable:</b> The Candidate shall be well-versed in the latest procedures and techniques for Landscape/ Greenery/ Species, especially climatic conditions similar to those in the Amaravati region.</p>
4	Field Officer (Horticulture)	UGF/2025/02	<p><b>Education:</b> Must possess a Graduation/ bachelor's Degree in Horticulture/ Botany/Forestry from a University in India established or incorporated by or under a Central Act, Provincial Act, or a State Act, or an institution recognized by the University Grants Commission.</p> <p><b>Experience:</b> 2 years of experience in Implementation/field experience in Horticulture/ Forestry/ Urban Green in any Govt/ Public Sector/ Private Sector in raising and maintenance of a Block Plantation/Avenue Plantations/ Nursery Works/ Landscaping Works/ Urban Afforestation, etc.</p> <p><b>Desirable:</b> The Candidate shall be well-versed in the latest procedures and techniques for Landscape/ Greenery/</p>

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			Species, especially climatic conditions similar to those in the Amaravati region.
5	Assistant Engineer (Estimates)	UGF/2025/03	<p><b>Education:</b> B.Tech (Civil) from any recognized university.</p> <p><b>Experience:</b> 10 to 12 years in preparing and implementing estimates in Urban greenery/ Plantations/ Landscaping in any Govt/ Public Sector.</p> <p><b>Desirable:</b> The candidate shall be well versed with the preparation of estimates, BOQs, rate analysis, recording of Measurement Books, preparation of bills, Auto CAD and collection of lead data.</p>
<b>Department: Urban Planning &amp; Architecture (UPA) Department</b>			
6	Architect/ Landscape architect	UPA/2025/01	<p><b>Education:</b> Graduate Degree in Architecture (Five-year B. Arch. Degree) with registration with the Council of Architecture.</p> <p><b>Experience:</b> 5 to 10 years hands-on experience in Architectural/ Landscape working drawings, from the Presentation stage to Good for construction drawing. Should be well-versed with CAD and Sketch Up; able to present walk walk-through of the renders</p> <p><b>Desirable:</b> Communicate with the construction team for execution, fair understanding of Interior aesthetics. The role comprises both technical and coordination. Experience in Site inspection and working closely with the Engineering and Horticulture departments in grounding the designs for implementation. Adequate knowledge of hardscape and softscape, with Environmental issues and regulations, is required.</p>
7	GIS Expert	UPA/2025/02	<p><b>Education:</b> Bachelor of Architecture/ Planning/B.Tech Civil or equivalent degree or above</p> <p><b>Experience:</b> 5-10 years of work experience in GIS-based Master Plan/ Development Plans/ Layouts.</p>

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			<b>Desirable:</b> Work experience in a GIS platform with Government departments.
<b>Department: Infrastructure Planning &amp; Design (IPD) Department</b>			
8	Senior Infrastructure Engineer – Wet Utilities	IPD/2025/01	<p><b>Education:</b> Must have a Bachelor's Degree or Master's in Civil Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have more than 15 years of professional experience with a strong focus on the planning, detailed design, and implementation coordination of wet utility infrastructure projects. Core expertise must include: (i) Water supply systems (source development, treatment, distribution); (ii) Wastewater collection, pumping, and treatment systems; (iii) Recycled water and dual plumbing systems; (iv) Stormwater drainage, rainwater harvesting, and flood management works.</p> <p><b>Desirable:</b> (i) Proven experience in the preparation and review of DPRs, tender documents, and technical drawings; (ii) Hands-on coordination with government agencies, consultants, and contractors for the implementation of urban wet utility infrastructure; (iii) Familiarity with design software such as AutoCAD, Civil 3D, WaterGEMS, SewerGEMS, or similar tools; (iv) Experience in integrated infrastructure planning in Smart Cities, AMRUT, or similar urban development programs; (v) Ability to lead and guide site teams, monitor progress, and ensure quality control during execution; (vi) Strong understanding of relevant CPHEEO Manual standards, BIS codes, and local regulatory compliance requirements</p>
9	Infrastructure Engineer – Wet Utilities	IPD/2025/02	<b>Education:</b> Must have a Bachelor's Degree or Master's in Civil Engineering from a recognized university in India (established

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			<p>under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have 8 to 15 years of professional experience with a strong focus on the planning, detailed design, and implementation coordination of wet utility infrastructure projects. Must be familiar with (i) Water supply and distribution networks; (ii) Sewerage and wastewater systems; (iii) Stormwater drainage and rainwater management solutions; (iv) Coordination for utility shifting, field verification, and design validation</p> <p><b>Desirable:</b> (i) Proven experience in the preparation and review of DPRs, tender documents, and technical drawings; (ii) Hands-on coordination with government agencies, consultants, and contractors for the implementation of urban wet utility infrastructure; (iii) Familiarity with design software such as AutoCAD, Civil 3D, WaterGEMS, SewerGEMS, or similar tools; (iv) Experience in integrated infrastructure planning in Smart Cities, AMRUT, or similar urban development programs; (v) Ability to lead and guide site teams, monitor progress, and ensure quality control during execution; (vi) Strong understanding of relevant CPHEEO Manual standards, BIS codes, and local regulatory compliance requirements</p>
10	Senior Infrastructure Engineer – Power Sector	IPD/2025/03	<p><b>Education:</b> Must have a Bachelor's Degree or higher in Electrical Engineering (or Civil Engineering with specialization or significant experience in power sector works) from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Electrical) exam conducted by the Institution of Engineers (India) are also eligible.</p>

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			<p><b>Experience:</b> Should have more than 15 years of work experience in urban power infrastructure planning and execution, with specific expertise in (i) Urban electrical distribution networks (HT/LT lines, substations, switchgear) (ii) Underground cabling and ducting (iii) Street lighting systems (iv) Renewable energy integration (solar rooftop, microgrids, etc.) (v) Utility shifting and power coordination in urban development projects.</p> <p><b>Desirable:</b> (i) Experience in Smart City, Industrial Township, SEZ, or Urban Infrastructure projects; (ii) Proficient in reviewing load calculations, single-line diagrams, power layout drawings, and vendor specifications; (iii) Familiarity with power distribution standards of DISCOMs and applicable codes (CEA, IS/BIS, IEEE) (iv) Ability to manage coordination with power utilities, EPC contractors, and site execution teams; (v) Exposure to SCADA systems, underground electrical infrastructure, and energy efficiency initiatives; (vi) Strong project monitoring, reporting, and issue resolution skills in multi-stakeholder environments.</p>
11	Infrastructure Engineer – Road Design & Utilities	IPD/2025/04	<p><b>Education:</b> Must hold a Bachelor's Degree or higher in Civil Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have 5 to 8 years of relevant experience in urban road design and coordination of road-related utilities. Core expertise must include (i) Geometric design of urban roads and intersections (ii) Pavement design (flexible and rigid) (iii) Preparation and review of road alignment plans, cross-sections, and detailed drawings (iv) Coordination of utilities within the road corridor (stormwater drains, ducts, water, sewer, electrical, telecom) (v) Knowledge of urban street</p>

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			<p>design, including footpaths, cycle tracks, and street furniture.</p> <p><b>Desirable:</b> (i) Proficiency in design tools such as AutoCAD, Civil 3D, MX Roads or equivalent; (ii) Familiarity with IRC codes, MoRTH specifications, and applicable urban design guidelines; (iii) Experience working on Smart City Roads, Complete Streets, or Urban Mobility Projects; (iv) Exposure to traffic and transportation planning concepts; (v) Ability to coordinate with utility agencies, consultants, and contractors during implementation; (vi) Strong documentation, reporting, and issue tracking skills during the design and execution stages.</p>
12	Infrastructure Engineer – Structures	IPD/2025/05	<p><b>Education:</b> Must have a Bachelor's Degree or higher in Civil/Structural Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Civil Engineering) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have 5 to 8 years of hands-on experience in bridge design and associated structural systems. Key experience areas must include (i) Design of RCC and PSC bridges (minor and major), culverts (box and pipe), flyovers, ROB's, and viaducts, (ii) Superstructure and substructure design (piers, abutments, foundations, bearings), (iii) Detailing of reinforcement, preparation of BBS, and GFC drawings, (iv) Use of design and analysis software like STAAD Pro, MIDAS, ETABS, and AutoCAD.</p> <p><b>Desirable:</b> (i) Thorough knowledge of relevant IS, IRC, and MoRTH codes for bridge and structural design; (ii) Experience in preparation and review of bridge layout plans, construction methodology, and design reports, (iii) Understanding of structural behavior under live load, seismic, wind, and vehicular loading, (iv) Familiarity with launching</p>



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			schemes, staging, and construction sequences for bridges, (v) Coordination with highway engineers, geotechnical teams, and site execution teams, (vi) Proficiency in documenting technical specifications, design basis reports, and value engineering solutions
13	Electro-Mechanical Engineer – Urban Infrastructure	IPD/2025/06	<p><b>Education:</b> Must have a Bachelor's Degree or higher in Mechanical or Electrical Engineering from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC). Candidates who have passed Section 'A' and 'B' of the AMIE (Mechanical/Electrical) exam conducted by the Institution of Engineers (India) are also eligible.</p> <p><b>Experience:</b> Should have 5 to 8 years of relevant experience in the design, planning, and execution coordination of electro-mechanical systems for urban water infrastructure projects. Key experience areas must include (i) Water Treatment Plants (WTPs): pump selection, pipework layout, valves, motors, control systems (ii) Flood Pumping Stations: pump sizing, backup power systems (DG sets), electrical panels, SCADA/automation (iii) Water Distribution Centres: flow meters, mechanical equipment installation, and energy-efficient systems (iv) Preparation and review of equipment layouts, BOQs, technical specifications, and vendor drawings</p> <p><b>Desirable:</b> (i) Proficiency in interpreting MEP drawings and coordination with civil and structural teams; (ii) Knowledge of electrical power systems, PLC/SCADA-based automation, and motor control centers (MCCs) (iii) Familiarity with CPHEEO Manual, BIS/IS codes, and safety standards for mechanical/electrical works (iv) Hands-on experience in supervising installation, testing, and commissioning of electro-mechanical components (v) Coordination with OEMs, EPC contractors, and site teams to ensure timely and compliant execution (vi) Strong documentation and reporting skills,</p>

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			including O&M manuals and inspection reports
14	Infra Clash Analysis Engineer- Urban Infrastructure	IPD/2025/07	<p><b>Education:</b> Must have a Bachelor's Degree or higher in Civil Engineering, Infrastructure Engineering, or a related field from a recognized university in India (established under a Central, State, or Provincial Act) or approved by the University Grants Commission (UGC).</p> <p><b>Experience:</b> Should have 5 to 8 years of experience in infrastructure clash detection and coordination, particularly for complex urban projects involving multiple underground and aboveground utilities. Key responsibilities and expertise areas include (i) Identification and resolution of clashes among utilities such as water, sewer, stormwater, electrical, gas, telecom, and roads (ii) Proficient in using clash detection and 3D coordination tools such as Navisworks, AutoCAD Civil 3D, Revit, or BIM 360 (iii) Preparation of clash reports, coordination drawings, and resolution matrices (iv) Collaboration with design teams, utility agencies, and implementation teams to resolve conflicts in the planning phase</p> <p><b>Desirable:</b> (i) Strong understanding of utility corridor planning and urban utility layouts, (ii) Ability to interpret IFC/GFC drawings and GIS data to build accurate 3D coordination models, (iii) Familiarity with BIM workflows and Common Data Environments (CDEs) for infrastructure projects, (iv) Experience in Smart City, Metro, or large-scale Urban Redevelopment projects, (v) Skilled in documenting clash resolution outcomes, updating design models, and ensuring issue closure, (vi) Coordination with multidisciplinary consultants (civil, MEP, structure, landscape) for integrated design</p>
15	Draftsman – CAD + GIS	IPD/2025/08	<p><b>Education:</b> Must have a Diploma or Bachelor's Degree in Civil Engineering, Architecture, or Geomatics, or a recognized CAD/GIS certification from an accredited institute.</p>

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			<p><b>Experience:</b> Should have 5 to 8 years of professional experience in CAD drafting and GIS mapping, with exposure to urban infrastructure projects including roads, water supply, drainage, power utilities, and urban planning layouts. Key competencies include (i) Preparation of 2D and 3D drawings using AutoCAD, Civil 3D, and MicroStation, (ii) GIS mapping, layering, georeferencing, and spatial analysis using ArcGIS, QGIS, or similar tools, (iii) Digitization of survey data, utility layouts, and as-built drawings, (iv) Coordination with design teams for preparation and updating of GFC and IFC drawings</p> <p><b>Desirable:</b> (i) Ability to work with topographic survey data, satellite imagery, and shapefiles, (ii) Experience in preparing base maps, contour maps, and land use maps, (iii) Familiarity with integrating GIS data with AutoCAD and civil infrastructure models, (iv) Understanding of urban utility layouts and coordination between multiple services, (v) Experience in Smart Cities, AMRUT, or GIS-based asset mapping projects, (vi) Strong attention to detail, drawing accuracy, and documentation of revisions/version control.</p>
<b>Department: Administration Department</b>			
16	Assistant Manager – Administration	Admin/2025/1	<p><b>Education:</b> Must have a Bachelor's Degree in any discipline from a recognized university. Preference will be given to candidates with an MBA/PG Diploma in Administration/HR/Facility Management or related fields.</p> <p><b>Experience:</b> Should have 5 to 10 years of relevant experience in handling office administration, site logistics, vendor coordination, and general support services in an infrastructure, construction, or engineering consulting environment. Key Responsibilities include (i) Manage daily administrative operations across the office and project sites (ii) Oversee facility management, including maintenance, security, and housekeeping (iii) Handle procurement and inventory of office/</p>

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			<p>stationery supplies, furniture, and assets (iii) Coordinate with vendors, service providers, and facility teams (iv) Support HR and finance teams in maintaining records, attendance, and logistics (v) Ensure statutory and regulatory compliance (PF, ESIC, labor, safety, etc.), (vi) Plan and manage logistics for meetings, events, site visits, and training (vii) Maintain documentation and ensure internal audit readiness</p> <p><b>Desirable:</b> (i) Proficiency in MS Office tools and admin software/ERP systems, (ii) Strong organizational and multitasking skills, (iii) Exposure to administrative functions in government/PPP/Smart City project setups, (iv) Ability to handle workforce issues, and field-level coordination, (v) Excellent written and verbal communication.</p>
17	Senior Executive – Information Technology (IT)	Admin/2025/2	<p><b>Education:</b> Must have a Bachelor's Degree or higher in Computer Science, Information Technology, Electronics &amp; Communication Engineering, or a related field from a recognized university. Certifications in CCNA, MCSE, Azure, AWS, or Cybersecurity are desirable.</p> <p><b>Experience:</b> Should have 10 to 15 years of professional experience in managing enterprise IT infrastructure, including networks, servers, hardware, software, and user support in mid-to-large organizations, preferably in the engineering, infrastructure, or Smart City sectors. Key Responsibilities include (i) Manage and maintain IT infrastructure (LAN, WAN, VPN, cloud systems, firewalls, and endpoints), (ii) Implement and monitor cybersecurity protocols, antivirus, and data backup systems, (iii) Provide end-user support for hardware/software troubleshooting and ERP applications, (iv) Coordinate with vendors for IT procurement, AMC, and system upgrades, (v) Administer email servers, data centers, and access control systems, (vi) Maintain IT asset records and ensure compliance with IT policies, (vii) Support project sites in setting up IT networks, video</p>

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			<p>conferencing systems, and connectivity solutions, (viii)Lead periodic audits, software licensing compliance, and system security checks</p> <p><b>Desirable:</b> (i) Hands-on experience with Windows/Linux servers, network switches, and cloud platforms, (ii) Familiarity with IT needs in infra project settings, (iii) including Smart Cities, Control Rooms, SCADA, CCTV, and Wi-Fi deployments (iii) Ability to plan and implement IT disaster recovery and data protection strategies, (iv) Exposure to project management and documentation of IT infrastructure lifecycle, (v) Strong communication, troubleshooting, and user training skills</p>
18	Junior Executive – Information Technology (IT)	Admin/2025/3	<p><b>Education:</b> Must have a Bachelor’s Degree in Computer Science, Information Technology, Electronics &amp; Communication Engineering, or a related field from a recognized university. IT certifications like CCNA, CompTIA, Microsoft, or AWS Associate are preferred.</p> <p><b>Experience:</b> Should have 5 to 10 years of hands-on experience in IT support, infrastructure maintenance, and user service management, ideally in an infrastructure, EPC, consulting, or urban development environment. Key Responsibilities include (i) providing L1 and L2 technical support to users across the office and project sites (ii) Setup, maintaining, and troubleshooting desktops, laptops, printers, and LAN/WAN networks (iii) Ensure antivirus, backups, and IT policies are properly implemented (iv) Assist in managing email configurations, internet services, and system updates (v) Coordinate with vendors for hardware/software repairs and AMC services (vi)Maintain inventory of IT assets and log support activities (vii) Support in the installation of project site connectivity tools like surveillance systems, Wi-Fi, biometric access, and remote communication</p>

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			<p><b>Desirable:</b> (i) Familiarity with enterprise tools such as Active Directory, Outlook/Exchange, and endpoint security, (ii) Exposure to cloud platforms, IP-based networking, and remote assistance tools (iii) Experience in Smart City, infrastructure, or site-camp environments (iv) Strong documentation skills for IT ticketing and user training (v) Ability to work independently with field teams and under pressure</p>
19	Junior Assistant - Administration	Admin/2025/4	<p><b>Education:</b> Must have a Bachelor's Degree in any discipline from a recognized university. Preference will be given to candidates with an MBA/PG Diploma in Administration/HR or related fields.</p> <p><b>Experience:</b> Should have 5 to 10 years of relevant experience in office administration, coordination, and general support services, preferably in an infrastructure, construction, or engineering consulting environment. Key Responsibilities include (i) Provide administrative support to the office and project sites, ensuring smooth daily operations. (ii) Assist in managing office supplies, procurement, and inventory, ensuring timely availability. (iii) Coordinate with vendors and service providers for office maintenance, security, and housekeeping services. (iv) Organize and coordinate meetings, events, site visits, and training sessions for internal and external stakeholders. (v) Support HR and finance teams in maintaining records, attendance, and assisting in statutory compliance (PF, ESIC, labor laws, etc.).</p> <p><b>Desirable:</b> (i) Proficiency in MS Office tools (Word, Excel, PowerPoint) and administrative software/ERP systems. (ii) Strong organizational, multitasking, and problem-solving skills. (iii) Good understanding of administrative processes in an infrastructure or project-based environment. (iv) Excellent written and verbal communication skills.</p>
<b>Department: Accounts &amp; Finance Department</b>			

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20	Junior Accountant - Accounts & Finance	A&F/2025/1	<p><b>Education:</b> Must have a Bachelor's Degree in Accounting, Finance, or any related discipline from a recognized university. Preference will be given to candidates with a relevant professional qualification (e.g., CA, CMA, CPA) or postgraduate degree in Finance.</p> <p><b>Experience:</b> 5 to 10 years of relevant experience in accounting, financial reporting, and related functions, preferably within an infrastructure, construction, or engineering consulting environment. Key Responsibilities include (i) Maintain accurate financial records and assist in preparing financial statements (ii) Process daily accounting transactions, including journal entries, accounts payable, and receivables. (iii) Reconcile accounts and manage bank transactions, ensuring accuracy. (iv) Assist in monthly and year-end closing activities, ensuring timely financial reporting. (v) Ensure compliance with tax laws by preparing and submitting tax returns.</p> <p><b>Desirable:</b> (i) Proficiency in accounting software (e.g., Tally, SAP, QuickBooks, etc.) and MS Office tools (Excel, Word, etc.).(ii) Strong knowledge of accounting principles (GAAP, IFRS) and tax laws. (iii)Excellent attention to detail with strong organizational and time management skills. (iv) Ability to work under pressure and manage multiple tasks efficiently. (v) Excellent written and verbal communication skills. (vi) Exposure to accounting functions in government/ PPP/ Smart City project setups is an advantage.</p>
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