

## **Job Description (Annexure B)**

### **Manager – Electric Mobility (Buses) (Contractual)**

#### **Description of Task and Deliverables:**

1. Techno-commercial role which involves directly working on implementation of improvement plans.
2. Knowledge of technical aspects around electric bus segment- Should be involved route planning, prototype testing.
3. Capable of interacting with business stakeholders, customers etc.
4. Knowledge of Electric Charging.
5. Developing Proposals for various clients- central/state/govt/institutions as per the needs of the business.
6. Rich experience of handling Electric Buses along with strong stakeholder management skills with STUs (State Transport Undertakings)
7. Should have hands on experience in Electric Bus Business and Project Development/maintenance of buses in India or abroad.
8. Should be well versed with advanced MS Excel/ and related tools; and should be capable of developing financial models and carry out analysis depending on the requirements of various engagements.
9. Strong networking of stakeholders and customers, especially in Pan India, and should possess fair knowledge and understanding of the workings of the Indian Electric Mobility Sector.
10. Should be capable of designing and delivering excellent presentation internally/ externally.
11. Should be capable of preparing documentation and commercial bids as per specification.
12. Responsible for regular support to States / Clusters for execution of Business development.
13. Ensuring strict mapping of SLAs as per the contracts issued to the OEMs or other channel partners.
14. Strong policy advocacy skills for keeping the team/senior leadership updated about the latest developments in electric bus segments.
15. Shall represent organization at any conferences, meetings, and events as appropriate.
16. Direct connect and coordinating with Ministries/departments of Government of India like MoRTH, MoP, NITI Aayog, STU(State Transport Utilities), Municipal Bodies etc. for implementation of the said business
17. Coordinating with the nodal officers from State/City organizations for submission of necessary documents and concluding the discussions in discussions with team leads.
18. Developing tender documents, internal compliance documents (as and when required)
19. Should be complete updated with all policy decisions, business development activities in the states/region.
20. Responsible for operational excellence programs, supplier management programs, the best practices manual, and the SOP manual.
21. Periodic review and Performance analysis of each project.
22. Ensure that operating expenses stay within the approved budget.
23. Any other roles and responsibilities assigned by management from time to time.

## **Skills and Competencies**

S/he would possess:

- Unlimited passion for transforming our cities over the long-term.
- Professional background in urban policy/transport segment having broad understanding and exposure to one or more of urban governance and infrastructure, urban planning, development sector/government consulting, project financing and management, climate change and environmental sustainability.
- Excellent communication skills, written and verbal.
- Ability and willingness to work individually without a reporting team on all activities and tasks required to accomplish job objectives.
- Systematic and responsive work approach to project management.
- Professionalism and experience to engage with a wide variety of government and non-government stakeholders at senior levels.
- Be ready to work beyond boundaries and travel across country as per business needs.
- Ability and willingness to work across multi-disciplinary team.