



THE ADMINISTRATION OF UNION TERRITORY OF LADAKH

लद्दाख संघ शासित प्रदेश का प्रशासन

OFFICE OF THE EXECUTIVE OFFICER MUNICIPAL COMMITTEE, LEH

कार्यालय कार्यकारी अधिकारी, नगर समिति, लेह

No: 2431-37/MCL/2025-26

Dated: - 23.03.2026

ADVERTISEMENT NOTICE

Important Dates

Opening Date	23 rd March 2026
Closing Date	29 th March 2026
Date of Interview	Will be notified separately

The Municipal Committee Leh, Union Territory of Ladakh, invites application from eligible interested candidates for engagement as Professionals on a purely contractual basis to function as Project Management Unit (PMU) for Swachh Bharat Mission Urban 2.0 Scheme in the Municipal Committee Leh and Directorate Office of Urban Local Bodies UT Ladakh.

1. Nature of Engagement

The engagement shall be purely on contractual basis for a period of two (02) years for the position of State Manager and IEC & Capacity Building Manager and one (01) year for Project Manager, from the date of joining and shall not confer any right for regular appointment or absorption under the Administration of UT of Ladakh.

2. Positions and Vacancies

S.No	Position	Engagement period	No. of Posts	Work Office
1	State Manager	2 years	1	Directorate Office Urban Local Bodies, UT Ladakh
2	Project Manager	1 year	1	Municipal Committee Leh
3	IEC & Capacity Building Manager	2 years	1	Municipal Committee Leh

3. Eligibility Criteria and Work Profile

S.No	Position	Qualification & Work experience Requirements	Work Profile
1.	State Manager	<p>Master's degree in Environment/ Economics/Management with 8 years & above work experience. Essential: Min. 4 years worked on SBM-U projects</p>	<p>The SBM Urban Manager will be responsible for planning, coordinating, and monitoring all activities under the Swachh Bharat Mission (Urban) at the city/ULB level. The role includes preparation and implementation of action plans, ensuring compliance with Solid Waste Management Rules 2016, managing data and reports on waste collection, segregation, processing, and disposal, and coordinating with sanitation staff, contractors, and community stakeholders.</p> <p>The Manager will also lead IEC and awareness campaigns, promote citizen participation, and support innovative waste management practices such as home composting and plastic waste reduction. Additionally, the position involves financial and administrative support, preparation of DPRs and proposals, fund utilization. Identifying & engaging Swachh Knowledge Partners (SKP) for</p>
2.	Project Manager	<p>B.Tech in Environmental Eng./Bachelor's degree in environmental science/equivalent with relevant experience of 4 years and above.</p>	<p>Support for implementation and compliance under the Solid Waste Management Rules, 2026 and other related mandates. The role involves preparation and timely submission of compliance reports to the National Green Tribunal, compilation and uploading of data on the Central Pollution Control Board portal, and regular updates on the Swachhatam Portal. Will also be responsible for coordination with various departments and agencies to ensure accuracy and timeliness of reporting, along with documentation, preparation of official communications, and support in monitoring solid waste management and sanitation activities of Municipal Committee Leh.</p>

3.	IEC & Capacity Building Manager	B.Tech in Environmental Eng./Bachelor's degree in environmental science/equivalent with relevant experience of 4 years and above.	Bring deep understanding of training modules required for the important stakeholders of SBM (U). To anchor the Information, Education & Communication & Monitoring & Evaluation activities at the UT level for all the components of SBM(U). Maintaining and managing all digital platforms, portals, and dashboards related to SBM- Urban at the ULB level. Key responsibilities include timely data entry and updation on SBM portals, preparation of progress reports, monitoring dashboards, analyzing performance indicators, and generating MIS reports for submission to higher authorities.
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4. Remuneration

S.No.	Position	Remuneration (per month) 1 st Year (INR)	Remuneration (per month) 2 nd Year (INR)
1	State Manager	1,20,000	1,32,000
2	Project Manager	65,000	-
3	IEC & Capacity Building Manager	75,000	82,500

5. Method of Selection

Selection shall be carried out through an open, transparent, and merit-based process and interview, by a duly constituted Selection Committee.

6. Selection framework

The selection committee shall assess application and shortlist candidates for interview based on educational qualifications, relevant professional experience, domain knowledge, overall suitability for the assignment. Selection shall be undertaken through a weightage-based evaluation framework as outlined below, and candidates securing the highest aggregate scores shall be considered for engagement against the respective positions and thematic requirements.

S.No	Criteria	Weightage
1.	Educational Qualification	20%
2.	Relevant Professional Experience	25%
3.	Domain Knowledge & Thematic Relevance	25%
4.	Interview Performance	30%
Total		100%

7. How to apply

Eligible candidates are required to submit the application by e-mail to: adm.mcleh@gmail.com or can submit the application physically directly to the Admin/Establishment section of the Municipal Committee Leh, UT Ladakh, by 29th March 2026.

Applications received after the due date shall not be considered.

8. Terms and Conditions

- (i) Essential: The candidate must be a domicile of Union Territory of Ladakh and possess a valid Domicile Certificate issued by the Competent Authority.
- (ii) The engagement shall be purely contractual and may be terminated at any time by the Competent Authority without assigning any reason.
- (iii) The Municipal Committee Leh, UT of Ladakh reserves the right to modify, cancel, or withdraw this advertisement or the selection process at any stage.

9. For any query, please contact the following Officer:

Ms.Skalzang Angmo, Senior Assistant, Municipal Committee Leh, Mobile No. 9906266269.



(Stanzin Rabgais)
Executive Officer
Municipal Committee Leh

Copy for information to the: -

1. Deputy Commissioner/CEO, LAHDC, Leh.
2. Director, Urban Local Bodies, UT Ladakh.
3. Administrator, Municipal Committee Leh.
4. AD Information, Leh, with the request for wide publicity.
5. DIO NIC, Leh, with the request to upload this advertisement notice on District Leh website
6. Editor, The Earth News, to publish in daily newspaper.

Engagement of Professionals under Swachh Bharat Mission Urban 2.0

A. Background: The Swachh Bharat Mission (SBM)(U), arguably the world's largest behaviour change programme, has been a source of inspiration to countries around the world. It was, indeed, a social revolution that transferred the lives of our people, bringing significant improvement in terms of economic, environmental, health and social benefits, and enhanced the safety and dignity of our women. Under SBM(U) 2.0, all urban cities in the country should be maintaining ODF status and ensure effective management of solid and liquid waste.

B. Objectives of SBM(U) 2.0:

- **ODF-Sustainability:** Ensuring that every household, institution, commercial space, and public place has access to safe and clean sanitation facilities while reinforcing continued behavioral change in urban communities.
- **Solid Waste Management:** Establishing effective solid waste management systems where 100% of households, businesses, and public places achieve complete waste segregation at the source and ensure 100% collection of biodegradable and non-biodegradable waste.
- **Liquid Waste Management:** Ensuring that at least 80% of households and all commercial and public establishments properly manage liquid waste, including greywater from kitchens and bathrooms, as well as blackwater from septic tanks or sewer lines.
- **Visual cleanliness:** A city will be classified as visually clean if 90% of households and all public places are observed to have minimal litter, and that there is no accumulation of plastic waste in the form of a dump in the urban area.

C. Mission Objectives:

Under SBM-U 2.0, the following objectives are targeted to be achieved:

- a. Sustainable Sanitation and Wastewater treatment facilities:
 - i. Holistic Sanitation, with end-to end solutions (from discharge, containment, evacuation, transportation to safe disposal of all effluents from toilets)
 - ii. Treatment of wastewater before discharge into water bodies, and maximum reuse of wastewater (as per the water plus protocol/SBM2.0 guidelines)
 - iii. Eradication of hazardous entry into sewers and septic tanks, and sustaining elimination of manual scavenging
- b. Sustainable Solid Waste Management
 - i. Ensuring cleanliness and hygiene in public places to make all cities clean and garbage free, with 100% scientific processing of MSW.
 - ii. Reducing air pollution arising out of SWM activities
 - iii. Phased reduction in use of single-use plastic
 - iv. Awareness creation along with large scale citizen outreach to create 'Jan Andolan', and institutionalize 'Swachh' behaviour
 - v. Creating Institutional capacity

D. SCOPE OF WORK

Directorate of Urban Administration & Development is nominated as the State Level Nodal Agency (SLNA) for implementation of Swachh Bharat Mission (Urban) 2.0 in the Union Territory of Ladakh. As per the Guidelines of Swachh Bharat Mission (Urban) 2.0, HUDD is to be supported by dedicated Project Management Unit by engaging experts/specialists on consolidated wages.

The major roles and responsibilities of the Manpower engaged will be as follows:

1. Program Management

- Assist in the implementation of guidelines in all ULBs in the state by following different components of SBM (Urban) 2.0.
- Assist in the preparation and notification of the bye-laws at the UT and ULB level as per SBM Guidelines/waste management rules.
- Assist in the review of existing situation and identification of gaps in terms of existing infrastructure and institutional arrangements and propose remedial actions
- Responsible for managing and overseeing planning and monitoring activities undertaken as per the SBM(U) 2.0 operational guidelines
- Management of SBM on MIS Portal on regular basis
- Prepare City Sanitation Plan (CSP) with emphasis on Solid & Liquid Waste Management Plan
- Prepare Capacity Building Plan
- Prepare year-wise targets for ODF+, ODF++, Water+ at the ULB level to improve the national rank in Swachh Survekshan
- Prepare year-wise targets for Garbage Free Cities (GFC) certification and identify and prioritize work so that ULBs can achieve good GFC ratings

E. Technical Support

- Facilitate technological intervention in planning, designing, implementation & monitoring of assets under SBM scheme.
- Provide technical inputs for techno-economical viable planning, designing and implementation of schemes to provide household tap connection in rural area to meet SBM objectives.
- Review of existing DPRs and identify gaps as per SBM guidelines.
- Identification of areas that need engagement of third-party agencies for effective implementation of projects and assess the efficacy of agencies so engaged.
- Review and oversee the grievance redressal mechanism.

F. Procurement Support

- Review and assess existing Bidding Documents (including EoIs, RFPs etc. for Works, Goods, Services and Combinations thereof) and Contract Templates
- Prepare Standard Bidding and Procurement management documents (including EoIs, RFPs etc.) for goods, works and services and various procurement types as well as for evaluation documentations.
- Prepare Standard contractual templates (LOAs, Work Orders, Contracts and SLAs) for different types of procurement of goods, works and services.
- Review the ToR/EoI/RFP/Bid documents prepared by department so as to ensure that the same is, in compliance with, the procurement plan approved and provide inputs/comments/suggestions to them on the course of action to be taken if any
- Assist in conduct of pre-bid/preproposal meetings, prepare minutes of pre-bid meeting/minutes of pre-bid conference. Prepare the replies to the prebid/preproposal queries, amendments/addendums/corrigendum to the Bid documents
- Report on utilization of funds under SBM.

G. Capacity Building and IEC Activities

- Assist in drafting the training needs document pertaining to stakeholders at HUDD and ULB level; development of training programmes and monitor and evaluate the implementation of these programmes for successful outcomes and continuous improvement.
- Assist in development of a Communication Strategy that highlights multilevel messages, media and co- ordination with the identified agencies for successful implementation.
- Assist ULBs in identifying both formal and informal sector works in the liquid and solid waste management space and also in identifying their training needs.
- Assist ULBs in preparing suitable training programmes and training materials for sanitation workers and in the implementation of these training programmes.
- Assist HUDD and ULBs in identifying training needs of their staff and assist in drawing up suitable training programmes and training materials.
- Assist in organizing IEC Workshops by the department and monitor IEC activities
- Facilitate in Documentation, learning exchange visits and other knowledge management support required from time to time.
- Collecting of data and preparing complete documentation, PPTs etc for all review meeting (internal / external).
- Assist HUDD and ULBs in maintaining strong presence on social media such as Facebook, Instagram, Twitter, etc. for highlighting their activities and achievements under the mission.

H. Monitoring and Evaluation

- Facilitate HUDD and ULBs for development and deployment of appropriate integrated MIS systems for Monitoring & Evaluation (M&E) activities under SBM Urban 2.0.
- Shall assist the Department in developing an effective monitoring framework or all schemes, developed scheme guidelines, standard operating procedures, record of review meetings at Department, Government and State level satisfactorily.
- Assist HUDD in launching a public portal of the integrated MIS to disseminate mission related information such as mission components, contract data, physical and financial progress.
- Assist ULBs in improvement of service delivery through use of GPS-based tracking apps for waste collection vehicles, desludging machines, monitoring of garbage vulnerable points in the city, etc.
- Assist HUDD in monitoring of GTL Dashboard and Swachh Manch to crowd-source ideas for improving sanitation, providing public access to information about the mission, and ensuring greater citizen participation in the mission.