



## **JOB DESCRIPTION**

### **Young Professional (YP) – Constituency Vision Action Plan (CVAP) Units**

1	Name of Position	Young Professional (YP)
2	Number of Positions	175
3	Job Location	Assigned Constituency, Andhra Pradesh
4	Mode of Recruitment	Contractual/Fixed Term
5	Remuneration (Per Month)	Rs.60,000 (Consolidated inclusive of all)
6	Age Limit	Candidate Should be below 40 years of age as on the date of advertisement
7	Reporting to	Constituency Nodal Officer (District Officer) & Planning Department
8	Department	Planning Department (APSDPS)

#### **Role Overview:**

The Young Professional (YP) will serve as a strategic and operational resource for the effective implementation of the Constituency Vision Action Plan (CVAP) under the Swarna Andhra Vision @2047. The YP will also act as the P4 (People-Public-Private Partnership) Coordinator for the assigned constituency, facilitating convergence among citizens, government, and private stakeholders. The role demands a dynamic, field-ready, and mission-driven professional committed to grassroots development and inclusive governance.

#### **KEY RESPONSIBILITIES:**

##### **1. Strategic Planning & Implementation:**

- Lead and support the preparation, enhancement, and execution of the Constituency Vision Action Plan (CVAP).
- Align constituency initiatives with the Swarna Andhra @2047 Vision, with emphasis on inclusive, resilient, and sustainable development.
- Facilitate rollout of thematic interventions and flagship programs.

## **2. P4 (People-Public-Private Partnership) Coordination:**

- Act as the P4 Coordinator for the constituency, mobilizing and coordinating partnerships with philanthropic organizations, private sector entities, and civil society.
- Maintain a constituency-level P4 logbook and report engagement outcomes periodically.

## **3. Data-Driven Policy Support:**

- Conduct comprehensive constituency profiling including infrastructure mapping, service gaps, economic indicators, and social metrics.
- Monitor and refine Key Performance Indicators (KPIs) aligned with state vision and global benchmarks.
- Prepare data-backed policy notes, scheme evaluations, and impact briefs for decision-makers.
- Coordinate with the State technical team for issue resolution on the KPI dashboard and portal.

## **4. Stakeholder Engagement & Public Participation:**

- Collaborate with MLAs, District Officers, government departments, NGOs, academia, industry, and citizen groups to ensure participatory development.
- Facilitate Gram Sabhas, stakeholder consultations, and community workshops to incorporate public aspirations.
- Promote the constituency's developmental activities through traditional and digital outreach.

## **5. Project Execution & Governance Innovation:**

- Support implementation of projects in key focus areas:
  - ✓ **Primary Sector:** Agriculture, fisheries, irrigation, animal husbandry.
  - ✓ **Industry:** MSMEs, food processing, cluster-based development.
  - ✓ **Services:** Skilling, education, tourism, and digital infrastructure.
  - ✓ **Infrastructure:** Roads, sanitation, clean energy, and e-governance tools.
- Leverage innovation and technology for improved service delivery and transparency.

## **6. Monitoring & Evaluation:**

- Track constituency progress using real-time KPIs and digital dashboards.
- Submit monthly reports to the Planning Department and Constituency Nodal Officer.
- Identify and address implementation bottlenecks and suggest course corrections.

## **7. Capacity Building & Knowledge Transfer:**

- Guide GSWS teams and local officials in implementing CVAP activities.
- Conduct training sessions and exposure visits to replicate best practices.
- Encourage institutional learning and knowledge-sharing within and across constituencies.

## **8. Other Responsibilities:**

- Undertake any other duties and responsibilities as assigned by the Constituency Nodal Officer and the Planning Department.

## **Educational Qualifications & Experience**

- MBA / PG from a recognized institution.
- Minimum 4 years of relevant professional experience.

## **Preferred Skills**

- Background in policy implementation, stakeholder management, data analysis, and governance.
- Familiarity with public administration systems, grassroots development, and digital governance.
- Strong interpersonal, analytical, and communication skills.
- Proficiency in Microsoft Office, GIS tools, and dashboard applications.
- Fluency in Telugu and English.

## **Remuneration:**

- ₹60,000/- per month as per G.O.Ms.No.86, Finance (HR. I-Plg & Policy) Dept., dated 30.08.2024.