



Project Manager for the New Communities Transport Unit of the Arab Republic of Egypt

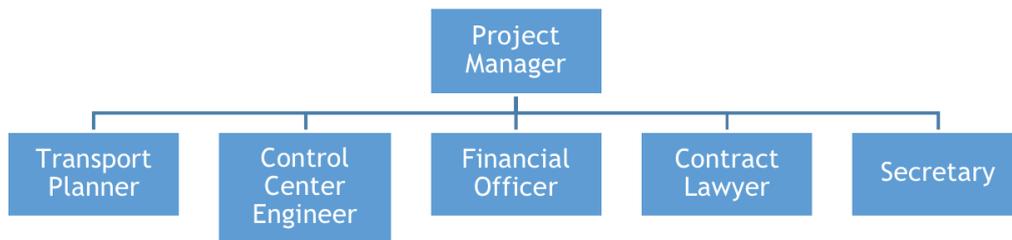
Location: Cairo, Egypt

Organization

The Institute for Transportation and Development Policy (ITDP) promotes sustainable and equitable transport worldwide. ITDP is a nonprofit organization headquartered in New York City with offices in Africa, Brazil, China, India, Indonesia, Mexico and the United States. ITDP's programs focus on bus rapid transit, non-motorized travel, travel demand management, parking, transport policy and urban development. More information about ITDP can be found at www.itdp.org.

ITDP is currently working in partnership with UN-Habitat and the New Urban Communities Authority (NUCA) to plan a first-phase BRT system for Greater Cairo. ITDP is also preparing plans for a bicycle sharing system and bike lane network in downtown Cairo. Home to approximately 20 million people, the Greater Cairo Region is considered to be one of the most congested cities in the world. Over the years, public transport infrastructure has not been able to keep up with demand, leading to increasing pollution and time spent in traffic. To address these challenges, the Minister of Housing, Utilities, and Urban Communities issued Decree No. 1063 of 2018, which calls for establishing a unit to organize public transport in the New Communities under the authority of the New Urban Communities Authority (NUCA). Responsibilities of the New Communities Transport Unit (NCTU) include planning and managing public transport services in the New Communities and improving connectivity to central Cairo and Giza. Following are the responsibilities of the New Communities Transport Unit:

- Develop sustainable public transport plans within the New Communities to integrate with existing and planned public transport terminals and connect to central Greater Cairo.
- Establish a financial department within the unit to prepare contracts with investors and operators and manage financial resources for the procurement, operation, and maintenance of public transport systems.
- Supervise and monitor the management, operations, and maintenance of the sustainable public transport projects and others under the auspices of the New Urban Communities Authority, in addition to establishing a framework for the penalties, incentives and bonuses for operators.
- Coordinate the planning of public transport routes that operate between the New Communities and governorates.
- Purchase control and monitoring equipment for public transport systems.
- Recruit qualified personnel and to training them in accordance with the responsibilities of the transport unit.



Organizational chart of the New Communities Transport Unit

Position

ITDP, in partnership with NUCA, is hiring a Project Manager who will be seconded to NUCA to lead the NCTU. The Project Manager will lead the implementation of improved city bus services in the New Communities and a high-quality bus rapid transit (BRT) corridor connecting 6th of October City and central Giza. S/he will lead an interdisciplinary team of transport planning, engineering, finance, and communications specialists. The Project Manager will be based at the NUCA headquarters in Sheikh Zayed and will report to the Vice Chairman, NUCA with funding for the position provided by ITDP. The Project Manager will remain in close contact with ITDP and the UN-Habitat Egypt country office.

RESPONSIBILITIES

- Develop an action plan, ensure timely delivery of planned results in collaboration with relevant consultants, and submit periodic reports to NUCA, UN-Habitat Egypt, and ITDP.
- Oversee field surveys, data analysis, mapping, and report preparation.
- Prepare the tender documents for the procurement of consultancy services.
- Oversee the procurement of service providers for public transport operations.
- Monitor public transport operations and service quality.
- Strengthen relations with partners, specifically the Governorates of Giza and Cairo.
- Prepare and manage the annual budget for the operations of the Unit.
- Appoint staff with the approval of senior management of NUCA.
- Maintain institutional relations with private operators, other government entities, and the media.
- Analyze the main performance indicators of the unit and maintain the development, activation, and expansion of the Unit's activities.
- Conduct research in multiple areas, while taking into account new actions in policies, practices, and initiatives by government agencies.
- Coordinate between the unit staff in various tasks.
- Other duties as assigned.

REQUIRED QUALIFICATIONS

- Bachelor's degree with a minimum of 10 years of experience in the fields of business administration, transport planning, or transport engineering. Graduate degree preferred.
- Familiarity with transport planning, including survey design and management; demand analysis; and network planning.

- Excellent Word, Excel, and Access skills. Experience with CAD and GIS software preferred.
- Excellent research and analytical skills.
- Demonstrated ability to manage people and projects to successful project outcomes.
- Strong communication skills, including preparing effective graphics, making powerful presentations, and interacting with media and press (radio, TV, newspapers, etc.). Ability to communicate complex transport issues through concise, compelling messages.
- Ability to establish relationships with stakeholders including government entities and private sector.
- Ability to manage multiple priorities and projects with flexibility, work well under pressure and keep to deadlines.
- Creativity and problem solving abilities.
- Ability to manage administrative and financial tasks.
- Fluency in Arabic and English is required (written and spoken).

HOW TO APPLY

Note, this position is limited to a term of twelve months and is based in Cairo, Egypt. Local candidates will be given preference. **Interested applicants can apply by sending the following information to nctu-jobs@itdp.org with “NCTU Project Manager” in the subject line:**

- Resume.
- Samples of written and visual work: thesis abstract, technical reports, infographics, etc.
- A one-page note on improving the bus system in your city (with three specific interventions).

We are unable to consider applications without the above details. The position will remain open until filled.