

## JOB VACANCY

HDC (161)-HR/IU/2020/29  
10<sup>th</sup> February 2020

### Assistant Urban Designer Planning & Development

#### MINIMUM QUALIFICATION & REQUIREMENT

1. Bachelor's Degree or MNQF Level 7 Qualification in relevant field
2. Relevant experience in the field will be an added advantage

#### OVERALL SCOPE

Coordinating the planning process.

#### SCOPE OF WORK

- Consult with stakeholders and other interested parties and develop creative and original planning solutions.
- Research and design planning policies to guide development and assess planning applications and monitor outcomes as necessary.
- Understand, research and analyze data to help inform strategic developments.
- Prepare design layouts and draft designs statements and related technical drawings and maps.
- Use information technology systems such as CAD (computer-aided design) or GIS (geographical information systems).
- Understand and keep up to date with legislation associated with land use and government policies, local laws, regulations and standards of planning.
- Visits sites to assess the effects of proposals on people or the environment and the urban development.
- Execute multiple complex advance / special projects; organizes and employs resources to achieve projects.
- Carry out any other relevant and necessary jobs for the overall completions of projects.

#### JOB SKILLS AND SPECIFICATIONS

- Drafting / AutoCAD and other 3D design software skills.
- Able to read and interpret engineering drawings and specifications.
- Should be effectual communicator verbally as well as through writing skills.
- Should be able to work as an individual and as a flexible team player.
- Should be able to work through flexible hours
- Should be able to priorities tasks and manage one's own time effectively.

#### SALARY PACKAGE:

Gross Salary between 16,250.00 to 18,125.00 based on qualification and experience.

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**Application Address**

Housing Development Corporation Ltd.  
HDC Building  
Ground Floor  
Phone: +960 3353535  
Fax: +960 3358892  
Email: [hr@hdc.com.mv](mailto:hr@hdc.com.mv)  
Website: [www.hdc.com.mv](http://www.hdc.com.mv)

#### Application Process:

Download ([www.hdc.com.mv](http://www.hdc.com.mv)) or pick up an Application Form from our office and submit completed application form with your CV, copies of accredited certificates, Job reference letters, **Police Report** (required to submit if shortlisted for interview) and ID card or Driver's License copy

**Application Deadline:**

**Date: 17<sup>th</sup> February 2020 (Monday)**

**Time: 14:30hrs**