

# **JOB DESCRIPTION**

## **Cluster Development Agent, Auto Components Sector** **(UNIDO, Chennai)**

<b>1. Position Vacant:</b>	<b>Cluster Development Agent - Auto-Components Sector (CDA-ACS)</b>
<b>2. Organization:</b>	<p><b>UNIDO-</b> United Nations Industrial Development Organization.</p> <p>The vacancy is with the office of the <b>Consolidated Project for SME Development in India (CPSDI)</b> at Chennai.</p>
<b>3. Background:</b>	<p><b>CPSDI</b> was launched in February 2007 and has a planned duration of three years.</p> <p>The project is being financed by the General Directorate for Co-operation &amp; Development under the Italian Ministry of Foreign Affairs. The Development Commissioner - Ministry of Small Scale Industry (DC-SSI), Government of India, is the Indian counterpart.</p> <p>The project targets industrial clusters in the <u>Leather &amp; Leather Goods</u> (in Chennai, Agra and Santiniketan) and <u>Automotive Components</u> (in Chennai) sectors.</p> <p>Keeping in mind the significant contribution made by SMEs towards employment generation, poverty reduction and the wider distribution of wealth and opportunities, the project aims at the implementation of a comprehensive and integrated programme for SME development, focusing on the following:</p> <ol style="list-style-type: none"><li>(1) Establishment of cooperation agreements between Indian and Italian clusters (twinning component)</li><li>(2) Promotion of foreign direct investment and transfer of technology (ITP component)</li><li>(3) Promotion in India of Italian Mutual Credit Guarantee Schemes (MCGS component).</li></ol>
<b>4. Position Accountabilities:</b>	Reporting to the <b>Senior National Expert - Cluster Development</b> , the incumbent shall be responsible for the establishment of twinning agreements between Italian and Chennai clusters, active in the auto-components sector.
<b>5. Key Responsibilities:</b>	<p>Key responsibilities shall include:</p> <ol style="list-style-type: none"><li>(1) Conceptualizing the activities of the cluster and planning for their implementation through road maps and action plans</li><li>(2) Ensuring systematic collection of data about the designated clusters</li><li>(3) Effective dissemination of information about objectives</li></ol>

	<p>and advantages, deriving from the twinning agreements.</p> <p>(4) Stimulating the dynamism, productivity and competitiveness of the SMEs operating in the clusters through the application of UNIDO methodology for SME Cluster and Network development</p> <p>(5) Constantly updating existing diagnostic cluster studies, through the UNIDO methodology</p> <p>(6) Supporting the National Expert (Investment Promotion) by providing necessary information for preparing B2B collaboration proposals</p> <p>(7) Establishing business linkages between local and national institutions, industrial association and BDS providers with Italian counterparts</p> <p>(8) Overseeing the design and conduct of workshops familiarizing designated clusters with the objectives of the twinning initiatives, as well as the key features of the partner clusters in Italy.</p> <p>(9) Identifying the training needs of the cluster institutions to be addressed by the training activity in India and Italy</p> <p>(10) Coordinating local level activities relating to cluster twinning, investment and technology transfer and the dissemination of mutual guarantee fund schemes</p> <p>(11) Assisting the UNIDO structure in Italy in organizing study tours for Indian entrepreneurs to counterpart clusters</p> <p>(12) Assisting Indian cluster institutions in organizing training courses for their staff and owners</p> <p>(13) Facilitating associations/ institutions in preparing proposals for funding by Indian institutions and funding agencies</p> <p>(14) Encouraging enterprises within the designated clusters to attend international fairs.</p>
<p><b>6. Qualifications &amp; Experience:</b></p>	<p>(1) Degree in Management/ Economics/ Political Sciences or equivalent. Master's preferable</p> <p>(2) Minimum of five years in-depth experience of working with SMEs, their associations and/or related organizations/ industry promotion agencies</p> <p>(3) In-depth knowledge of the <b>automotive component industry</b> in terms of its production processes, financial parameters, marketing systems and training requirements</p> <p>(4) An understanding of the local, regional and national institutional framework, their policies, schemes and means of assistance that may be required to be linked up with the cluster as a part of cluster twinning programme.</p>
<p><b>7. Key Selection Criteria:</b></p>	<p>(1) Vision and leadership capability</p> <p>(2) Conflict-resolution skills</p> <p>(3) Initiative and dynamism</p> <p>(4) Integrity</p> <p>(5) Ability to prepare written proposals</p> <p>(6) Ability to draft contracts with clear deliverables to engage public and private service providers</p> <p>(7) Ability to present and steer discussions with cluster institutions and stakeholders</p> <p>(8) Excellent oral and written communication skills in</p>

	English, Tamil and Hindi.
<b>8. Desired Work Experience:</b>	At least five years of relevant experience.
<b>9. Compensation Offered:</b>	Competitive based on qualifications and salary history.
<b>10. Location of Vacancy:</b>	Chennai
<b>11. Reference:</b>	CDA-ACS
<b>12. Contact information:</b>	Senior Consultant Strategic Alliance Management Services P Ltd. B 372 New Friends Colony New Delhi 110 025 Email: <a href="mailto:cda-acis-unido@sams.co.in">cda-acis-unido@sams.co.in</a>
<b>13. Last Date for Applications:</b>	Applications must be emailed to the above id on or before April 30, 2007. Applications must only be submitted in the customized form downloadable from our website <a href="http://www.sams.co.in">www.sams.co.in</a>