

## **Career Opportunities at DIMTS – Project Manager (Bus Operations)**

**Job Role:** Project Manager (Bus Operations)

**Grade:** General Manager/ Deputy General Manager- Bus Operations

### **Educational Qualification:**

- Bachelor's degree in Engineering (Any stream)
- **Desirable:** Master's degree in Business Administration

### **Experience:**

- Minimum 15 years of mid-level/senior level experience in managing operations of buses or any other large fleet of vehicles.
- Exposure to electric mobility
- Adequate exposure to ITS/ICT tools/systems used in transport operations such as vehicle tracking systems, fare collection systems, passenger information systems etc.
- Exposure to financial modelling, procurement, project management, contract management etc.
- Vendors and clients handling at senior levels
- **Desirable:** Experience of working in state transport undertaking/ government public transport organisation

### **Essentials:**

- Strong communication skills in English and Hindi

### **Job Summary:**

The Project Manager (Bus Operations) shall be responsible for overall management of bus operations for one or multiple regions/cities. He/she shall be responsible for planning and managing day-to-day operations, performance monitoring, implementation & operation of ITS/ICT tools/systems, MIS, contract administration, and management of operators/vendors and clients. He/she shall be responsible for P&L of the projects being managed by him/her.

### **Job Responsibilities:**

- Planning and scheduling of bus operations
- Planning for the staff required for operations of buses, monitoring of services and contract administration, building up the required team and managing the same
- Planning, implementation, and management of ITS/ICT systems required for efficient bus services
- Taking steps to ensure quality of services, while optimising the resources
- Administration of contracts with bus operators
- Coordination with external stakeholders – clients (Transport Departments/government agencies), vendors (bus operators, manpower agencies and other vendors), vehicle OEMs, and other external agencies
- Coordination with internal stakeholders – finance, legal, IT, HR, etc.
- Take necessary steps to optimize the costs and enhancing the revenues
- Monitor statutory compliances by the vendors (bus operators, manpower agencies, etc.)
- Manage incidents with respect to bus operations
- Handle commuter complaints / feedback, implementing corrective steps
- Business Development for the company in the field of bus operations
- Any other tasks with respect to bus operations