



NOTIFICATION FOR INTERNSHIP

Economic Development Board Finance Department, Government of Andhra Pradesh

2 April 2015

I Background

The Government of Andhra Pradesh has embarked on an ambitious vision to be amongst the top three states in terms of per capita income by 2022 and be the developed state in the country by 2029. In this regard, the Government is setting up the new institution “Economic Development Board (EDB)” to enable the state to fulfil its vision, whose broad mandate is to undertake strategic planning and provide policy inputs for accelerated development of state’s industrial and services sector, promote industrial and infrastructural investments, appraise the PPP based investments and recommend incentives for mega industrial projects; mobilize internal and external resources and assist the State Government in structuring and setting up various Special Purpose Vehicles as deemed necessary.

In this regard, the Government intends to hire highly competent candidates as Interns for the positions attached below, for a range of functions/projects to kick-start the work of EDB.

This is a unique challenging opportunity to shape the developmental trajectory of a new State and to help lay a strong foundation for the establishment of a robust developmental institution and get excellent exposure to the workings of the Government. This experience will definitely place you in good stead for a strong professional future whether you chose to work in public or private sectors. Further, outstanding performers will be considered for longer-term assignment with the Economic Development Board. However, successful completion of the internship *per se* does not confer any right on the candidate for employment with the EDB.

II Job Descriptions

Building Systems and Processes

1. Legal Issues (1 Position)

- a. Review and analyse the legislations and case laws related to similar organisations in India and across the globe
- b. Prepare the draft AP EDB Act, duly incorporating the AP Infrastructure Development Enabling Act 2001, and draft corresponding rules in consultation with key stakeholders

- c. Assist in setting up necessary systems to address legal issues that may arise up for the organization
2. Human Resources (1 Position)
 - a. Review the HR systems in similar organizations in India and abroad
 - b. Design and institute HR systems necessary for enabling EDB to become a dynamic, highly professional and competent organizations recognized in India and abroad
 - c. Assist in hiring the required human resources for the organization
 3. Information Technology (1 Position)
 - a. Design an informational-cum-transactional website for EDB with equal emphasis on form and functionality
 - b. Gather and disseminate all the information necessary for investing in AP through the website in user friendly manner, including Macro-Economic Data, Industry, Infrastructure and Skills related Information
 - c. Assist in designing and setting up various IT systems necessary for smooth functioning of EDB

Status Review of Economic Development Sectors

4. Macro-economy & Public Finance (1 Position)
 - a. Compile the key macroeconomic and development indicators of the state and do a comparative analysis vis-à-vis comparable states
 - b. Suggest measures to improve these indicators, specifically through instruments of fiscal policy
 - c. Assist in setting up necessary systems to track, analyse and generate actionable intelligence from these indicators
5. Competitiveness of Industrial Clusters (4 Positions)
 - a. As a team, identify the top five Industrial Clusters of the State
 - b. Individually, conduct a case study of a chosen cluster based on Michael Porter's Diamond Framework of Competitiveness and suggest measures to improve its competitiveness
 - c. Assist EDB in setting systems for tracking and improving the competitiveness of industrial clusters of the state
6. Impact Assessment of Industrial Zones (2 Positions)
 - a. Undertake an analysis of the performance of various industrial zones, Special Economic Zones, Industrial Cities etc., in terms of their investment and employment envisaged and created
 - b. Do a case study of one of the zones detailing the various issues that cropped up during all the phases – proposal, sanction, construction and operation, along with an ex-post Social Cost Benefit Analysis
 - c. Make appropriate policy & operational recommendations for improving the competitiveness of such industrial zones
7. Competitiveness of MSME Sector (1 Position)
 - a. Understand and analyse the contributions of MSME sector to the industrial growth of the state

- b. Do a case study of MSME sector and assess its competitiveness according to Michael Porter's Diamond Framework of Competitiveness
 - c. Make appropriate policy & operational recommendations for making the MSME sector the most competitive in the country
8. Infrastructure Utilization & Planning (2 Positions)
- a. As a team, identify the key infrastructures which are the growth drivers of Andhra Pradesh economy
 - b. Individually, Measure the Infrastructure Utilization of the identified key infrastructures along with the bottlenecks for their enhanced utilization
 - c. Develop a heuristic for planning infrastructure using existing capacities, utilization, installation duration etc.
9. Case Studies on PPP Experiences (4 Positions)
- a. As a team, construct an index for the competitiveness of PPP friendliness for the state
 - b. Individually, Do a case study of a PPP project amongst the implemented projects in the slate in a chosen sector and highlight the issues that cropped during its various stages of execution, along with an ex-post Social Cost Benefit Analysis of the project.
 - c. Make appropriate recommendations drawing from the case study, experiences of other states and countries for improving the PPP environment in the chosen sector
10. Competitiveness for Entrepreneurship & Innovation (1 Position)
- a. Do a comparative analysis of the entrepreneurship & innovation situation in the country and highlight the key success factors
 - b. Assess the state of Entrepreneurship & Innovation in the state using the triple helix model of University-Industry-Government Relations and their most competitive sectors
 - c. Make appropriate policy & operational recommendations to promote Entrepreneurship & Innovation including financial/non-financial incentives, public procurement policies, risk mitigation measures for entrepreneurship etc.
11. MIS for Status of Investment, Employment, Employability and Skills (1 Position)
- a. In close coordination with the administration in a district, design and set up an integrated database for tracking the investment, employment, employability of graduating students, skill status of trained candidates, average salaries etc.
 - b. Create a dashboard/periodic reporting mechanism to aid the district and state level administration in formulating their action plans
12. Financial Resource Mobilization (1 Position)
- a. Assess the various corporations under the Government in terms of their assets, liabilities, financial statements to identify the most promising institutions for mobilizing financial resources for the state
 - b. Perform a comparative analysis of the working of different funds – project development, investment facilitation, capacity building, viability gap funding, innovation fund etc., - from related bodies across the country and abroad

13. Financing Models for Capital City/Urban Infrastructure (1 Position)

- a. Study the various models of funding urban infrastructure in the country and abroad
- b. Identify appropriate funding mechanisms for bringing in additional infrastructure to two selected cities in Andhra Pradesh
- c. Design an appropriate funding model for building the necessary infrastructure for AP's Capital City.

While the above are the tentative job descriptions, the exact expectations out of each position will be finalized during the 1st week of the programme with due consultations with corresponding stakeholders in the departments.

II Desired Qualifications

- Ideally candidates would be enrolled in a programme in a premier institution in Law, HR, Technology, Economics, Public Policy, Management or related fields, based on the position applied to.
- Students who are graduating and are looking for employment opportunity are also encouraged to apply. However, successful completion of internship does not confer any right on the candidate for employment with the Economic Development Board.
- Working professionals, who wish to take a break or are interested in exploring related careers under the age 35 are also encouraged to apply. Working professionals with appreciable experience may be designated as Research Fellows.
- For performing Cost-Benefit Analysis, an ideal candidate would be one with some prior related experience. However, all interested candidates can apply and necessary support will be provided in undertaking such analyses.

III. Working Conditions & Stipend

- The internship is expected to last between 6-8 weeks between the months of May and July, starting from May 18th.
- The intern would be paid a total stipend of Rs. 50,000 for performance rated "Satisfactory", Rs. 60,000 for performance rated "Good" and Rs. 75,000 for performance rated "Outstanding" for the *entire internship period*, as determined by a committee constituted for performance evaluation. The stipend would be paid only after the relevant report, presentation and supporting materials are handed over in duly stipulated format.
- The internship is based out of Hyderabad; however, there could be substantial travel within the state, with logistical expenses reimbursed.
- The Finance Department will assist the Interns find suitable accommodation at a reasonable cost in Hyderabad.
- The candidates are strongly encouraged to bring along their own laptops.

IV Mode of Application

- The candidates can apply for three positions, duly stating their preference in the Cover Letter
- The candidates will have to send their application by email to apedb.careers@gmail.com, latest by April 17th 2015, in the following format:
 - A Cover Letter stating the three positions and their most preferred position they wish to apply to, not exceeding One page *with filename Lastname_Firstname_CoverLetter.pdf*
 - Scanned copy of the Student/Employee Id Card in One page *with filename Lastname_Firstname_Id.pdf*
 - Resume, not exceeding Two pages *with filename Lastname_Firstname_Resume.pdf*
 - Statement of Purpose, addressing both the questions below but not exceeding One Page in total *with filename Lastname_Firstname_SOP.pdf*
 - What are your prior academic and professional experiences that would equip you for undertaking your most desired position?
 - How would this position help you in your career ahead?
 - In total each applicant can send a single application, not exceeding Five pages in total and preferably in a single PDF *with filename Lastname_Firstname_Application.pdf*.
- Please feel free to send your queries, to apedb.careers@gmail.com

V Selection Process

- Applicants would be shortlisted for different positions based on their preferences and merit
- The shortlisted applicants will be contacted for a short telephonic/video based interview
- The final list of applicants would be drawn based on the written application as well as the interview. Selected candidates who are already employed would be expected to provide an in-principle approval for their break during the internship period, before their names are finalized
- However, it needs to be noted that the Government of Andhra Pradesh reserves the right to not fill one or more of the above internship positions if it does not find suitable candidates during the selection process.

VI Key Dates

- Notification of Internship: 2nd April 2015
- Deadline for Application: 17th April 2015
- Interview Call for Shortlisted Candidates: 24th April 2015
- Announcement of Selected Candidates: 1st May 2015
- Confirmation from Candidates: 4th May 2015
- Internship Begins: 18th May 2015