



F. No. 01-03/2019-Admn.
Government of India

NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi –110 029
Tel. No. 26701700, 26701834 (Fax)



Sub: Advertisement for one position of Senior Consultant (Flood and River Erosion) and one position of Senior Consultant (Fire Risk Management) in National Disaster Management Authority (NDMA) on contract basis.

NDMA invites applications from persons with qualification and expertise in the country for one position of Senior Consultant (Flood and River Erosion) and one position of Senior Consultant (Fire Risk Management) in NDMA on contract basis:-

Sl. No.	Name of Post	Post in Nature	Vacancy	Salary	Educational Qualification	Experience	Max. Age Limit
1.	Senior Consultant Flood and River Erosion)	Contractual	1	Consolidated 1,00,000/- Per month	❖ Master Degree in Hydrology/ Hydrogeology/Water Resource/Civil Engineering. Persons with Masters/M Phil/Ph.D. in flood Control/Flood management, Geography and Urban/Regional Planning will also be considered if accompanied by proven expertise and experience in the area of Disaster Risk reduction related to flood and river erosion.	Person of Masters Degree with minimum experience of 4 years/3years, M.Phil with 3 years/2 years and Ph.D with 2 years/1 year of total relevant experience in the field is desirable for Senior Consultant/Consultant positions respectively. ❖ Retired Govt. employees with Grade Pay of Rs. 8,700/Rs. 7600/-(Level-13 & 12 of pay matrix of 7 th pay commission)/Superintendent Engineer/Executive Engineer or above and experiences in relevant field would also be eligible for this position./- with above qualification and experiences in relevant field would also be eligible for this.	65 Years
2.	Senior Consultant (Fire Risk Management)	Contractual	1	Consolidated 1,00,000/- Per month	Post Graduation/Ph.D in Fire Engineering/Fire Safety/Fire Services/Structural Engineering	<ul style="list-style-type: none"> The applicant should have at-least 8 years of experience in case of PG and 6 years of experience in case of Ph.D in relevant field. He should have knowledge and exposure of Local/National/International code of practice on fire safety and experience of fire safety audit assignments or fire safety planning. For Govt. Servants-Retired Govt. employees with Grade Pay of Rs. 8,700/0- with experience in relevant field would also be eligible for this position.	65 Years

2. The detailed terms and conditions and eligibility criteria (educational qualification, experience etc) for engagement of Senior Consultant (Flood and River Erosion) and one position of Senior Consultant (Fire risk Management) are indicated in the Term of Reference (ToR) of the above discipline and may be seen on NDMA website at <http://ndma.gov.in>

3. Interested individuals may send their bio-data in the prescribed proforma available on the NDMA website alongwith certificates establishing educational qualification, experience and grade pay (For Retired Govt. Servant) to Under Secretary (Admn.), National Disaster Management Authority, A-1, Safdarjung Enclave, New Delhi-110029 within 15 days from the date of publication of advertisement in the employment news.

Important note: Separate applications are required to be sent for each discipline (Field). Incomplete application will not be considered.

Sd/-
(Yogeshwar Lal)
Director (Admn.)

Proforma

Application of engagement as Senior Consultant (Flood and River Erosion) and Senior Consultant (Fire Risk Management) in the National Disaster Management Authority in the discipline/position of

Post applied for: _____

1. Name: _____

2. Father's Name: _____

3. Date of Birth: _____

4. Male/Female: _____

5. Domicile: _____

6. Nationality:

7. Mailing Address (with Tel./Mob. No. and email address)

8. Permanent Address: _____

9. Educational qualification:

Sl. No.	Course	Subject	Universities/ Institute	Year of Passing	Division/ Class
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10. Work Experience:

Sl. No.	Organization/ Institute	Period		Nature of Work	Remarks
		From	to		

11. In case of Retired Government Servant, Grade Pay/Pay Band must be indicated: _____

12. Whether SC/ST/OBC:

13. Reference

(i) (ii)

(Signature)

Date: _____

Mobile No: _____

e-mail address: _____

TERMS OF REFERENCE OF SENIOR CONSULTANT/CONSULTANT, FLOOD AND RIVER EROSION

1.	Background/Objective/Workshop	<p><u>Background:</u></p> <ul style="list-style-type: none">❖ NDMA as the apex body is mandated to lay down the policies, plans and guidelines for Disaster Management to ensure timely and effective response to disasters.❖ Specialist inputs in relevant discipline/areas of disaster management need to be provided to NDMA by Consultants/Sr. Consultants. They will provide domain specific technical assistance in formulation of guidelines/conduct of subject related training. <p><u>Objectives:</u></p> <p>The consultant will assist NDMA in better management of floods by providing scientific and technical support. The Consultant is expected to identify specific areas of interventions and assist Member, NDMA in developing programmes and projects for efficient flood mitigation.</p>
2.	Qualification, eligibility and experience	<p><u>Senior Consultant/Consultant:</u></p> <ul style="list-style-type: none">❖ Master Degree In Hydrology/ Hydrogeology/ Water Resource / Civil Engineering. Persons with Masters/M Phil/Ph.D. in flood Control/Flood management, Geography and Urban/Regional Planning will also be considered if accompanied by proven expertise and experience in the area of Disaster Risk Reduction related to flood and river erosion.

		<p>Person of Masters Degree with minimum experience of 4 years/3 years, M.Phil with 3 years/2 years and Ph.D with 2 years/1 year of total relevant experience in the field is desirable for Sr.Consultant/Consultant positions respectively.</p> <p>❖ Retired Government employee with Grade Pay of Rs.8700/Rs.7600- (Level -13& 12 of pay matrix of 7th pay commission)/Superintendent Engineer/Executive Engineer or above and experiences in relevant field would also be eligible for this position.</p>
3.	Deliverables/Scope of work	<p>(a) Follow Up The Implementation Of National Guidelines On Management of Flood circulated by National Disaster Management Authority to various agencies.</p> <p>(b) Evolve a monitoring framework amongst the associated stakeholders and facilitate formulation of policies and programmes pertaining to flood management.</p> <p>(c) Preparation of status note on flood management in different states and identification of local best practices for implementation in other areas.</p> <p>(d) Assist in better management of floods by providing suitable inputs for intervention and develop the programme module for efficient mitigation system.</p> <p>(e) Research on international best practices on early warning system and suggestions for necessary measures in the</p>

		<p>context of India and state specific enhancement of early warning system.</p> <ul style="list-style-type: none">(f) Study of the flood situation in the country and suggest appropriate measures for mitigation of floods vis-à-vis early warning, rescue relief and reconstruction programme to be taken by the concerned ministries/departments of the Central Government and State Government.(g) Assist in coordinating the activities related to the National FloodRisk Mitigation issues. The project aims at assisting the central ministries, departments and state governments to address the issues of preparedness and mitigation to minimize the vulnerability and the consequent loss of lives, livelihood systems property and damage to infrastructure and public utilities.(h) Workout programme for capacity building and identify the key institutions and organizations working in this areas.(i) Formulation of strategy for effective and efficient management of floods in the country.(j) Any other assignment/work on the subject which be given by the Member concerned. <p>In addition to deliverables following task may be performed:</p> <ul style="list-style-type: none">(a) Advise on various issues of flood management.
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4.	Remuneration	<p>Senior Consultant – Consolidated fee of Rs. One Lakh per Month.</p> <p>Consultant – Consolidated fee of Rs. Seventy Thousand per month</p>
5.	Any other work	<p>Any other work to be assigned as per requirement by NDMA.</p>
6.	Schedule for completion of Tasks	<p>a. Initially the consultancy will be for a period of One (1) year, extendable upto 3 years subject to performance review on annual basis.</p> <p>b. The NDMA can remove the incumbent at any time by giving one month's notice or the incumbent can also resign from the assignment by giving one month's notice to the Employer.</p>

TERMS OF REFERENCE OF SENIOR CONSULTANT /CONSULTANT
FIRE RISK MANAGEMENT

1	Back ground /objective/workslope	<p><u>Background:</u></p> <p>-NDMA as the Apex body, is mandated to lay down the policies, plans and guidelines for Disaster Management to ensure timely and effective response to disasters.</p> <p>-Specialist inputs in relevant discipline /areas of Disaster management need to be provided to NDMA to Consultant/Sr. Consultant.They Will provide domain specific technical assistance in formulation of guidelines/conduct of subject related Training.</p> <p><u>Objectives</u></p> <p>The consultant will assist NDMA in better management of fire by providing specific and technical support.The Consultant is expected to identify specific areas in interventions and assist Member, NDMA in developing programmes and projects for efficient fire risk management.</p>
2	Qualification,Eligibility and Experience	<p><u>Senior Consultant:</u></p> <p>Educational Qualification</p> <p>Post Graduation / PhD in Fire Engineering/ Fire safety / Fire Services / Structural Engineering</p> <p>Experience</p> <ul style="list-style-type: none"> • The applicant should have at-least 8 years of experience in case in case of PG and 6 years of experience in case of PhD in relevant field. • He should have knowledge and exposure of Local / National / International code of practice on fire safety and experience of fire safety audit assignments or fire safety planning. <p>For Government Servants</p> <ul style="list-style-type: none"> • Retired Government employees with Grade Pay of Rs.8700/- with experience in relevant field would also be eligible for this position.

		<p><u>Consultant:</u></p> <p>Educational Qualification</p> <p>Graduation/ Post Graduation / PhD in Fire Engineering/ Fire safety / Fire Services / Structural Engineering</p> <p>Experience</p> <ul style="list-style-type: none">• Persons of Graduation Degree with minimum experience of 6 years, Master's Degree with minimum experience of 3 years and Ph.D with 2 years of total experience in the field is desirable.• He should have knowledge and exposure of Local / National / International code of practice on fire safety and experience of fire safety audit assignments or fire safety planning. <p>For Government Servants</p> <ul style="list-style-type: none">• Retired Government employees with Grade Pay of Rs.7600/- with experience in relevant field would also be eligible for this position.
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3	Deliverables'/Scope of Work	<ol style="list-style-type: none"> 1. Follow up the implementation of National Guidelines on subject matter. 2. Evolve a monitoring framework amongst the associated stakeholders and facilitate formulation of policies and programmes pertaining to fire safety and management. 3. Study of the fire risk in the country and suggest appropriate measures for mitigation and preparation of status note on fire risk reduction. 4. Assist in better management of fire by providing suitable inputs for intervention and develop the programme module for efficient mitigation system. 5. Research on international best practices on the subject and suggestions for necessary measures in the context of India. 6. Assist in coordinating with the stakeholders for fire safety in India. 7. Fire risk management of NDMA Bhawan. 8. Workout programme for capacity building and in identify the key institutions and organizations working in this area. 9. Formulation of strategy for effective and efficient management of fire risk in the country. 10. Any other assignment/work on the subject which can be given by the Member concerned.
4	Remuneration	<p>Senior Consultant-Consolidated Fee of Rs. One Lakh per Month.</p> <p>Consultant-Consolidated fee of Rs. Seventy Thousand per month.</p>
5	Any other work	Any other work to be assigned as per requirements by NDMA.

6.	Schedule for completion of Tasks	<ul style="list-style-type: none">a. Initially the consultancy will be for a period of one (1) year, extendable up to 3 years subject to performance review on annual basis.b. The NDMA can remove the incumbent at any time by giving one month's notice or the incumbent can also resign from the assignment by giving one month's notice to the Employer.
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