



F. No. 01-03 /2022-Admn(Pt)
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 Consultant Grade-II (Cyclone) in National Disaster Management Authority (NDMA) on contract basis.

NDMA invites applications from Indian national having requisite qualification and experience for following position:-

Sl. No.	Name of Position	Post in Nature	No. of Vacancy	Educational Qualification	Post Qualification Experience	Max. Age Limit
1	Consultant Grade-II (Cyclone)	Contractual	1	Essential :- (i) Master degree in Atmospheric Science/ Civil Engineering/ Climatology/ Meteorology/ Coastal Engineering/ Ocean Engineering/ Oceanography/ Geology/ Geography/ Water Resources Management/ Hydrology/ Environmental Sciences, Disaster Management or equivalent in the relevant field. (ii) Experience in the area of Disaster Risk Reduction related to Cyclone and Coastal Management, is required. Desirable :- Persons with Ph.D., additional qualification, research experience, published papers with adequate post qualification experience in the relevant field would be preferred, Ph.D. from reputed university shall be given additional weightage.	Candidates should have 5-10 years post qualification experience in the relevant fields.	50 years.

- Remuneration Band :- Rs.1,25,000 – 1,75,000/- . Remuneration in respect of retired Government employee will be fixed as per Ministry of Finance, Department of Expenditure O.M. No. 3-25/2020-E.III.A dated 09th December, 2020.
- The detailed terms and conditions and eligibility criteria (educational qualifications, age, experience etc) for engagement of above positions is indicated in the Term of Reference (ToR) of the above positions and may be seen on NDMA website at <http://ndma.gov.in>
- Essential /desirable educational qualifications and experiences will be verified with original certificates.
- NDMA reserve the right to offer lower position of Consultant if no candidate found suitable for desired position of Consultant.
- Interested individuals may send their bio-data in the prescribed proforma available on the NDMA website alongwith certificates establishing their educational qualification, experience to Shri Abhishek Biswas, Under Secretary (Admn.), National Disaster Management Authority, NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi-110029, Phone No. 011-26701700 within **20 days** from the date of publication of advertisement in the employment news.

(Abhishek Biswas)
Under Secretary (Admn)

Terms of Reference for Consultant Cyclone: Grade (II)

1.	Background/Objective /Work Scope	<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 by Consultants/Sr Consultants. He/she will provide domain specific technical assistance in formulation of guidelines/conduct of subject relates training.</p> <p><u>Objectives:</u></p> <p>The consultant will assist NDMA in better management of Cyclones by providing scientific and technical support. The Consultant is expected to identify specific areas of interventions and assist NDMA in developing programmes and projects for efficient Cyclone Risk Mitigation.</p>
2.	Qualification, Eligibility and Experience	<p>Master Degree in Atmospheric Science/Civil Engineering/Climatology/Meteorology/Coastal Engineering/Ocean Engineering/Oceanography/Geology/Geography/Water Resources Management/Hydrology/Environmental Sciences, Disaster Management or equivalent in the relevant field.</p> <p>Experience in the area of Disaster Risk Reduction related to Cyclone and Coastal Management, is required.</p> <p><u>Desirable:</u> Persons with PhD. additional qualification, research experience, published papers with adequate post qualification experience in the relevant field would be preferred. Ph.D. from reputed university shall be given additional weight age.</p>
3.	Deliverables/Scope of Work	<p>a. Follow up the implementation of National Guidelines on Management of Cyclones 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 Cyclone management.</p> <p>c. Preparation of status note on Cyclone management in different states and identification of local best practices for implementation in other areas.</p> <p>d. Assist in better management of cyclones 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 context of India and state specific enhancement of early warning system.</p> <p>f. Study of the cyclone situation in the country and suggest appropriate measures for mitigation 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.</p> <p>g. Preparation of situation reports after cyclone.</p> <p>h. Workout programme for capacity building and identify the key institutions and organizations working in this area.</p> <p>i. Formulation of strategy for effective and efficient management and cyclones in the country.</p> <p>j. Any other assignment/work on the subject which can be given by the Member concerned.</p> <p>In addition to deliverables following task may be performed.</p> <p>a. Advise on various issues of cyclone risk management.</p> <p>b. Assist in Seminar/Workshops/ Meetings/Conferences.</p> <p>c. Provide scientific and technical support and identify specific areas of interventions.</p> <p>Any other necessary work for overall mitigation of cyclones.</p>			
4.	Experience, Upper age and Remuneration	Name of the Position	Post Qualification Experience	Upper Age Limit	Remuneration (In Rs.)
		Consultant (Grade II)	5-10 Yrs	50 Yrs	1,25,000-1,75,000
5.	Any other work	Any other work to be assigned as per requirement by NDMA.			
6.	Schedule for Completion for Tasks	<p>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.</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>			

Application for the position of Consultant Grade-II (Cyclone) in the National Disaster Management Authority (NDMA) on Contract Basis

(1) Name : _____

(2) Father's Name :- _____

(3) Sex M / F _____

(4) Date of Birth _____ Age _____ Years.

(5) Category : SC/ST/OBC/General/Any Other (Pls. specify) _____

(6) Contact Address :- _____

(7) Permanent Address :- _____

(8) E-mail : _____ Phone _____

(9) Education (College education in reverse chronological order)(Pls add rows if required) :

S No.	Year	Degree/ Diploma	University/ Institution	Division/ GPA	Subjects

(10) Experience (in reverse chronological order) (Pls add rows if required)

S No.	Period			Organization / Institution	Nature of work	Accomplishments
	From	To	Total			

(11) Trainings: _____

(12) Publications:- _____

(13) Awards / recognitions: - _____

(14) Membership of Professional Bodies/ Associations: - _____

(15) Retired Government staff (Pls indicate Pay/Pay band) :- _____

(16) References (Name, Designation, Institution, address, e-mail and Phone Number) :-

(1) : _____ (2) : _____

Date _____

Signature _____

