

**National Institute of Disaster Management  
(Ministry of Home Affairs)**

**VACANCY ANNOUNCEMENT**

Date: 16.07.2020

Applications are invited for the following position in the National Institute of Disaster Management, New Delhi on contractual basis:

<b>S.no.</b>	<b>Positions</b>	<b>No.</b>	<b>Emoluments (Rs.) p.m.</b>
1.	Sr. Consultant (e-Learning)	one	Rs. 1,50,000/-

2. The detailed ToR for the above position and prescribed format of application are placed below.

3. Interested candidates may send their application in the prescribed format with superscription “**Application for the post of \_\_\_\_\_**”. Application should be addressed to **The Executive Director, National Institute of Disaster Management, Ministry of Home Affairs, A-wing, 4th floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001** and must reach latest by **06.08.2020**.

4. Soft copy of the application may also be sent through email at **admo officer.nidm@nic.in**

**Executive Director  
NIDM**

## **Terms of Reference for Sr. Consultant (e-Learning)**

### **Duties and Responsibilities:**

- Develop & update contents of NIDM's e-Learning portals
- Develop Course material, Training Modules, Manuals, articles related to Disaster Management & e-Learning
- Suggest & implement use of technology & audio visual tools for the modernization of NIDM's e-Learning portals
- Contribute in NIDM's trainings, research-based studies, journal & publications
- Coordinate with various external agencies & stakeholders for updation of NIDM's e-Learning portals
- Any other task(s) assigned by the Controlling Officer/Executive Director

### **Qualifications**

#### **Essential**

- Masters Degree in Social Sciences /Environmental/Earth Science/ Engineering/Disaster Management or allied subjects with at least 55% of the marks or its equivalent grade.
- Good academic record with Ph.D. degree in the concerned or allied disciplines.
- Minimum 10 years of training experience in national level/state level training institutes dealing with Disaster Management fully funded by the Central Government /State Government either on regular basis or contract basis.
- Experience of conducting training programs, seminars, workshops at the national or state level.
- Evidence of at least 5 publications in a national/international journal that shall also include book chapters/Training Needs Analysis Reports/ National Guidelines /Monographs.

#### **Desirable**

- Experience in e-Learning/distance learning platforms.
- Evidence of contribution for designing trainings / Undertaking research-based studies on Training Needs Analysis
- Evidence of developing course delivery tools on Disaster Management viz. distance course materials / online courses/UGC sponsored programs /Audio-visual Aids etc.
- Experience of working in apex Disaster Management organizations of the Union Government such as NDMA /NIDM/NDRF

**Remuneration**

- Rs. 1,50,000/- per month (Consolidated)

**Age**

- Below 55 years

**Mode of Recruitment**

- Contractual basis initially for a period of one year, which may be further extended as per requirement.

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**Application for engagement as .....  
in the National Institute of Disaster Management**

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: \_\_\_\_\_

Photo