

**National Institute of Disaster Management
(Ministry of Home Affairs, Govt. of India)**

Date: 13.11.2020

VACANCY ANNOUNCEMENT

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

Sno.	Positions	Division	Specialization	Remuneration per month
1.	Sr. Consultant	Resilient Infrastructure	Resilient Infrastructure	Rs. 1,50,000/-
2.	Sr. Consultant	CBRN and Cyber Risk Management	CBRN and DRR	Rs. 1,50,000/-
3.	Consultant	Environmental Disaster Risk Management	Water & Land DRR	Rs. 1,00,000/-
4.	Consultant	CBRN and Cyber Risk Management	Industrial and CBRN DRR	Rs. 1,00,000/-
5.	Jr. Consultant	Environmental Disaster Risk Management	Bio-diversity DRR	Rs. 50,000/-
6.	Jr. Consultant	Environmental Disaster Risk Management	Climate Resilience	Rs. 50,000/-
7.	Jr. Consultant	CBRN and Cyber Risk Management	CBRN	Rs. 50,000/-
8.	Jr. Consultant	CBRN and Cyber Risk Management	Cyber Disaster	Rs. 50,000/-

2. The detailed ToRs for the above positions 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 **04.12.2020**.

4. Soft copy of the application may also be sent through email at career.nidm@gmail.com

**Executive Director
NIDM**

Terms of Reference for the position of Sr. Consultant

1. (a) Essential Qualifications/Experience

- i). Master's Degree in Social Sciences / Environmental / Earth Science / Engineering / Disaster Management or allied subjects with at least 55% of the marks or its equivalent grade; and
- ii). Ph.D with a consistently good academic record; and
- iii). Published work of high quality, actively engaged in research and training with evidence of published work with a minimum of 10 publications as books and or research or policy papers in indexed or International Standard Book Number/ International Standard Serial Number numbered journals and as International Standard Book Number/International Standard Serial Number numbered books;
- iv). A minimum ten years' experience in Post Graduate teaching or training and research at the University or National level Institution.
- v). Contribution to innovation in training or education, design of new curriculum and courses, developing training modules and technology.

1.(b) Desirable Qualifications/Experience

- i). Experience of guiding candidates for research at Doctoral level.
- ii). An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned or allied or relevant discipline, to be substantiated by credentials.

2. Duties & Responsibilities

- i). To lead academic activities/staff for fostering the concerned centre of the Institute.
- ii). To plan, organize & supervise training programmes, workshops, conferences, webinars, seminars & e-learning courses for various stakeholders.
- iii). To prepare/review training modules & curricula for disaster management.
- iv). To liaise with nodal ministries and other Central/State/District Govt. Departments on policy formulation and capacity development related matters.
- v). To carry out research, advocacy, documentation, consultancy and other activities related to disaster management as assigned by the Institute.
- vi). To prepare/review Disaster Management Plans of Central/State/District Govt. Department etc.
- vii). To collaborate with national & international stakeholders for capacity development, research & publication and promoting awareness on disaster management.
- viii). To supervise in bringing out Institute's journals, newsletter and other publications.
- ix). To render technical support in planning and implementation of the various capacity building, IEC and knowledge management initiatives of the Institute.
- x). To provide technical support and supervision to all capacity building interventions related with prevention, mitigation, preparedness and response aspects of disaster management.
- xi). Any other task assigned by the Executive Director, NIDM.

3. Remuneration

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

4. Maximum Age

- 65 years

5. Engagement & Tenure

- Contractual basis initially for a period of one year which may be further renewed for maximum 3 years as per performance, requirements at NIDM and willingness of both parties. The Institute reserves the right to terminate the services at any time without assigning any reason after giving one month's notice.

6. Place of Posting

- At present the institute is hosted in the Ministry of Home Affairs building at Jai Singh Road, New Delhi, but in process of shifting to its own campus at Sector 29, Rohini, New Delhi in next month.

Terms of Reference for the position of Consultant

1. (a) Essential Qualifications/Experience

- i). 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; and
- ii). Good academic record with Ph.D. degree in the concerned or allied disciplines.
- iii). The faculty of Universities/Post Graduate Colleges holding analogous post on regular basis in the parent cadre; or A minimum of 10 years of experience of teaching or of research in a regular position equivalent to that of Assistant Professor; and
- iv). With evidence of published work with a minimum of five publications as books or research or policy papers in indexed or International Standard Book Number or International Standard Serial Number or numbered journals and as International Standard Book Number or International Standard Serial Number numbered books;.

1. (b) Desirable Qualifications/Experience

Contribution to innovation educational, design of new curricula, courses and developing training modules, and technology-mediated teaching learning process.

2. Duties & Responsibilities

- i). To coordinate academic activities/staff for fostering the concerned centre of the Institute.
- ii). To assist in planning & organizing training programmes, workshops, conferences, webinars, seminars & e-learning courses for various stakeholders.
- iii). To assist in preparation/review of training modules & curricula for disaster management.
- iv). To liaise with nodal ministries and other Central/State/District Govt. Departments on policy formulation and capacity development related matters.
- v). To carry out research, advocacy, documentation, consultancy and other activities related to disaster management as assigned by the Institute.
- vi). To assist in preparation/review of Disaster Management Plans of Central/State/District Govt. Department etc.
- vii). To assist in collaborating with national & international stakeholders for capacity development, research & publication and promoting awareness on disaster management.
- viii). To assist in bringing out Institute's journals, newsletter and other publications.
- ix). To render technical support in planning and implementation of the various capacity building, IEC and knowledge management initiatives of the Institute.
- x). To provide technical support and assistance to all capacity building interventions related with prevention, mitigation and preparedness and response aspects of disaster management.
- xi). Any other task assigned by the Executive Director, NIDM/Reporting Officer.

3. Remuneration

- Rs. 1,00,000/- per month (Consolidated)

4. Maximum Age

- 65 years

5. Engagement & Tenure

- Contractual basis initially for a period of one year which may be further renewed for maximum 3 years as per performance, requirements at NIDM and willingness of both parties. The Institute reserves the right to terminate the services at any time without assigning any reason after giving one month's notice.

6. Place of Posting

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Terms of Reference for the position of Jr. Consultant

1. (a) Essential Qualifications/Experience

Masters Degree with 55% marks in Social Sciences / Environmental / Earth Science / Engineering / Disaster Management or allied subjects with at least 55% of the marks or its equivalent in Masters Degree with consistent good academic record.

1. (b) Desirable Qualifications/Experience

M.Phil or Ph.D. in the concerned or allied disciplines. Contribution to innovation educational, design of new curricula and courses, developing training modules, and technology-mediated teaching learning process.

2. Duties & Responsibilities

- i). To assist in academic activities for fostering the concerned centre of the Institute.
- ii). To assist in planning & organizing training programmes, workshops, conferences, webinars, seminars & e-learning courses for various stakeholders.
- iii). To assist in preparation/review of training modules & curricula for disaster management.
- iv). To liaise with nodal ministries and other Central/State/District Govt. Departments on policy formulation and capacity development related matters.
- v). To carry out research, advocacy, documentation, consultancy and other activities related to disaster management as assigned by the Institute.
- vi). To assist in preparation/review of Disaster Management Plans of Central/State/District Govt. Department etc.
- vii). To assist in collaborating with national & international stakeholders for capacity development, research & publication and promoting awareness on disaster management.
- viii). To assist in bringing out Institute's journals, newsletter and other publications.
- ix). To render technical support in planning and implementation of the various capacity building, IEC and knowledge management initiatives of the Institute.
- x). To provide technical support and assistance to all capacity building interventions related with prevention, mitigation and preparedness and response aspects of disaster management.
- xi). Any other task assigned by the Executive Director, NIDM/Reporting Officer.

3. Remuneration

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

4. Maximum Age

- 65 years

5. Engagement & Tenure

- Contractual basis initially for a period of one year which may be further renewed for maximum 3 years as per performance, requirements at NIDM and willingness of

both parties. The Institute reserves the right to terminate the services at any time without assigning any reason after giving one month's notice.

6. Place of Posting

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NATIONAL INSTITUTE OF DISASTER MANAGEMENT
(Ministry of Home Affairs, Government of India)

APPLICATION FORMAT

Name of the Position applied for:

Under the Centre:

1. Name:

2. Father' Name:

3. Date of Birth:

4. Domicile:

5. Nationality:

6. Mailing Address:

7. Permanent Address:

8. Educational Qualifications:

Sno.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience:

Sno.	Organization/Institute	Post held	Period From To	Pay/ Emoluments drawn*	Nature of Work	Remarks

Note : * in case of retired, last pay/emoluments drawn

10. Brief about publications/research/documentation work etc.:

11. Additional information if any, which candidates would like to mention in support to his/her suitability for the post:

12. References (upto 2 – Name/Affiliation and Contacts):

Date:

(Signature)
Mobile No.:
Email address:

