



F. No. 01-12 /2022-Admn
Government of India
NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi –110 029
Tel. No. 26701700



Sub: Advertisement for the one position of Senior Consultant (Landslide & Avalanche) and one position of Consultant (Geographical Information System) 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.	Senior Consultant (Landslide & Avalanche)	Contractual	1	<p>Essential :- Master's Degree in Geosciences, Geography, Geotechnical Engineering development related fields.</p> <p>Desirable :- Ph.D or M.Tech in landslide related subject with field knowledge of landslide mapping and related subjects with research experience.</p> <p>Note: Retired Central Government officials with matching education and experience, who have held a position with grade pay of INR 7,600/- may also apply.</p>	<ol style="list-style-type: none"> Minimum 10 years of work experience for Master degree or 8 years of work experience for Ph.D. in landslide related subjects and handling projects in the landslide risk mitigation /treatment. Field experience in the landslide incident study with substantial use of landslide risk management in report preparation will be given more weightage in the selection process. Both the education qualifications and work experience must prove the credentials of the applicant as an established expert in the field. 	<p>50 years.</p> <p>(For retired employee from Central Govt. the upper Age limit shall be 65 years)</p>
2.	Consultant (Geographical Information System)	Contractual	1	<p>Essential :- Master's Degree in ECE/ Civil/ IT/ Geo-Tech, or in physics/ geography/ geology/ environmental science/ remote sensing/ geo-informatics or any other related disciplines.</p> <p>Desirable :-</p> <ul style="list-style-type: none"> Ph.D or M.Tech in Remote Sensing/ Geo-informatics related subject. Working experience on ArcGIS Server and its Extension with ArcGIS Apps and ArcGIS Pro with QGIS/ILWIS/GRASS. Working knowledge with Data Model/ Metadata/Mapping Scale. Working knowledge with Geo-Databases PostgreSQL/SQL) and GIS Server System (GeoServer & MapServer)/ App development in GIS environment. 	<p>A Candidate should have Minimum 5 years of work experience (2 years for candidates having Ph.D degree) in the field of geospatial technology.</p>	<p>40 years.</p> <p>(For retired employee from Central Govt. the upper Age limit shall be 65 years)</p>

			<ul style="list-style-type: none"> Working experience in processing remotely sensed data (image Processing) on different platforms with different data formats, alongwith GIS data analysis and data conversion techniques. Familiarity with programming languages such as Python / JavaScript/IDL/R <p>Note: Retired Central Government officials with matching education and experience, who have held a position with grade pay of INR 7,600/- may also apply.</p>	
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2. Remuneration Band Rs. 1,25,000/- — Rs. 1,75,000/- p.m. for Senior Consultant (Landslide & Avalanche) and Rs. 75,000/- — Rs. 1,00,000/- p.m. for Consultant (Geographical Information System), Remuneration in respect of retired Central 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.
3. The detailed terms and conditions and eligibility criteria (educational qualifications, age, experience etc) for engagement of above position is indicated in the Term of Reference (ToR) of the above position and may be seen on NDMA website at <http://ndma.gov.in>
4. Essential /desirable educational qualifications and experiences will be verified with original certificates.
5. Interested individuals may send their bio-data in the prescribed proforma available on the NDMA website alongwith Statement of Purpose (SoP) in 250 words maximum and copies of 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.

Important Note : Separate applications are required for each position / discipline (Field). Incomplete application will not be considered.

(Abhishek Biswas)
Under Secretary (Admn)

Application for the position of Senior Consultant (Landslide & Avalanche) / Consultant (Geographical Information System) in the National Disaster Management Authority (NDMA) on Contract Basis

Post applied for : _____

(1) Name : _____

(2) Father's Name :- _____

(3) Sex (Male / Female) : _____

(4) Date of Birth _____ Age _____ Years.

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

(6) Contact Address :- _____

(7) Permanent Address :- _____

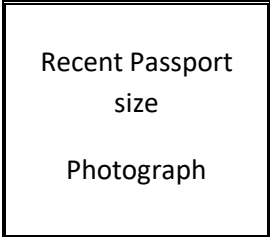
(8) E-mail : _____ Phone _____

(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 _____

* Application form is to be submitted alongwith Statement of Purpose (SoP) in 250 words maximum and copies of certificates establishing educational qualifications, work experiences, trainings participated etc.

TERMS AND REFERENCE

Senior Consultant (Landslide & Avalanche)

1. **Purpose:**

Landslides are the most frequently occurring natural hazard in the hilly terrains of India. Landslides in the country are both geological and hydro-meteorological in nature, and most of them are triggered by heavy rainfall during the monsoon season. Major landslide-prone areas in the country cover mountain slopes of the North-Western Himalayas, the Sub-Himalayan terrain of the North-East, and the Western-Eastern Ghats.

The landslide susceptibility is highest in the Himalayan region, which has the world's most unstable ecology, with rugged topography, fragile rock conditions, high seismicity, and considerable rainfall that alters slope profiles over time. The Western Ghats region is the second most landslide-prone region after the Himalayas in the country due to its steep slope, high intensity of rainfall, weathering of soil, soil piping, and anthropogenic activities. In recent years, many devastating landslides occurred on these mountain slopes, which caused immense loss of life and property.

To address these challenges, the NDMA had released the Guidelines on the Management of Landslide & Snow Avalanches (2009), Landslide Risk Management Strategy (2019) and Guidelines on Glacial Lake Outburst Floods (2020) to provide direction to central ministries, state governments, and district administrations. Considering the importance of landslides and GLOF hazards and risks management in the country, NDMA requires the services of an experienced professional as Senior Consultant (Landslide & Avalanche).

2. **Position (in numbers): Senior Consultant - One (1)**

3. **General overview :** The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister of India, the NDMA is mandated to lay down the policies, plans, and guidelines for disaster management, and implement various programs related to several aspects of disaster management. Since its inception, the NDMA has implemented several initiatives and programmes on strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.

In addition to man-made hazards, NDMA also addresses natural hazards at large. Landslide, snow avalanches and glacial lake outburst floods (GLOFs) are one such area of concern. These hazardous events are frequent along Himalaya and other hilly regions of India. While there are specific structural and non-structural measures for landslide risk management, the States / UTs needs to be prepared to prevent and respond to these hazards and mitigate their impact. This is a focused area that requires specialized skills and partnership with concerned Ministries / Departments and other institutions dealing with the required expertise.

4. **Scope of work (Local, regional or pan-India):** Sr. Consultant (Landslide & Avalanche) will provide technical assistance to NDMA in the implementation of the national guidelines linked to prevention and mitigation of landslide associated hazards and risks, and support coordination with the central and state agencies. In addition, the Sr. Consultant will assist NDMA in developing projects and programs and its implementation with monitoring related to preparing for such hazards. He will also undertake capacity-building and strengthening measures to mitigate and manage landslide and associated hazards and risks. The above position is at PAN India level and it is expected that Sr. consultant will be posted at NDMA.
5. **Duty station:** New Delhi, India
6. **Status (Full time/Part Time/Short term or Long term):** Full Time (It is a full time engagement and Consultant shall not take up any other assignment during the period of consultancy with NDMA).
7. **Deliverables:** The Sr. Consultant will work under the overall supervision of the concerned Member/ JS / Advisor, NDMA , and its deliverables are as under:
 - Provide technical advice on all matters related to landslide, snow avalanches, GLOF and associated hazards dealt by the NDMA and help it coordinate with other organizations and entities working in this area
 - Support formulation of policies, strategies, and guidelines to strengthen the management of landslide and associated hazards and risks in the country
 - Provide technical assistance to central and state governments in developing a pool of safety practices, and emergency management facilities for the prevention of landslides
 - Provide technical assistance to NDMA, central, and state government authorities for strengthening the policy making and regulatory framework
 - Support NDMA, the central and state governments prepare response plans and SOPs and situation report during the landslide disaster response
 - Provide technical support in post-disaster investigation and assessment of damages and losses
 - Develop programmes and projects for NDMA to prevent and mitigate landslide and associated hazards disaster management and set up implementation arrangements
 - Undertake field visits to ensure effective monitoring of landslide disaster management projects and programmes implemented by the NDMA
 - Carry out secondary research on different aspects and global trends in landslide, snow avalanche disasters and prepare thematic papers and strategies
 - Document global good practices on landslide, snow avalanche and GLOF disaster management and disseminate them to key internal and external stakeholders
 - Establish a network of institutions specialising in landslide, snow avalanche and GLOF risk management in both the public and private sectors for promoting slope disaster risk management in the country
 - Participate in NDMA task force meetings, working groups, and committees to provide technical inputs related to the subject
 - Support in organizing international/ national workshops, seminars, and conferences

- Any other assignment/work on the subject given by the concerned Member/ JS / Advisor, NDMA

8. Competencies and Skills required:

- Promoting the vision of NDMA
- Advising, and supervising
- Formulating concepts and strategies
- Managing resources
- Ability to work in a team situation and engage with diverse stakeholders
- Inter-personal and communication skills
- Proactive engagement and dialogue
- Strategic advice and communication

Language proficiency - Fluency in written and spoken English is required for this position.

9. Educational Qualifications (Essential/Desirable) and Age:

- **Essential Qualifications:** Master's degree in Geosciences, Geography, Geotechnical Engineering development related fields.
- **Desirable Qualifications:** Ph.D. or M.Tech in landslide related subject with field knowledge of landslide mapping and related subjects with research experience
- The upper age limit for the candidates is 50 years, however, in case of retired employees it shall be considered as per **MoF, DoE OM No. 3-25/2020-E.III.A dated 09/12/2020.**

10. Experience:

- Minimum 10 years of work experience for Master degree or 8 years of work experience for Ph.D. in landslide related subjects and handling projects in the landslide risk mitigation / treatment
- Field experience in the landslide incident study with substantial use of landslide risk management in report preparation will be given more weightage in the selection process
- Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field

Note - Retired government officials with matching education and experience, who have held a position with grade pay of INR 7,600/ may also apply. Retired Govt. employees engaged as a Consultant shall be regulated as per MoF, DoE OM No. 3-25/2020-E.III.A dated 09/12/2020.

11. **Remuneration: Rs. 1,25,000 – 1,35,000 -1,45,000 - 1,55,000 - 1,65,000 - 1,75,000**

12. **Reporting Mechanism:** The Sr. consultant will be working under the supervision of concerned subject Member / JS (Division Head) of NDMA. However, on time to time basis concerned division JA will guide them on handling subject related issues.
13. **Support/inputs to be provided by NDMA to facilitate consultancy:** During the consultancy no additional support other than office equipment i.e. Desktop, Printers, Internet etc. may be provided by NDMA. However, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.
14. **Special remarks, such as travel, etc.:** For all official tours, visit of Sr. Consultant, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.
15. **Termination of Contract:** The engagement of Consultants at NDMA is of a temporary nature and NDMA can terminate the contract at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek the termination of the contract upon giving one month notice to NDMA
16. **Any additional remarks:** Individual Consultants will be engaged for a fixed period but not exceeding three years for providing high quality services on specific projects as per requirement of the Divisions. However, their continuation in their respective position beyond the first and second year, would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond three years may be considered under exceptional circumstances with the approval of Vice Chairman/ Member Secretary, NDMA. However, no extension will be given beyond the age of 65 year.

TERMS AND REFERENCE

Consultant – Geographical Information System (GIS)

1.	Purpose	<p>National Disaster Management Authority (NDMA) has identified GIS as a major thrust area for the effective and efficient management of disaster risk. NDMA takes all possible measures for implementing geospatial infrastructure within the NDMA premises, covering all the sectors with a view to provide hassle free, transparent and efficient service to the disaster managers. As part of the goal for adopting good Governance, NDMA has also introduced cloud based NDMA-GIS platform for effective disaster risk management. GIS is a powerful platform that facilitates all requirements of effective Decision Support Systems.</p> <p>Considering the importance of geospatial technology and mapping of risks at different map scale in the country, NDMA requires the services of an experienced professional as Consultant (GIS).</p>
2.	Position (in numbers)	Consultant - One (1)
3.	General overview	<p>The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister of India, the NDMA is mandated to lay down the policies, plans, and guidelines for disaster management, and implement various programs related to several aspects of disaster management. Since its inception, the NDMA has implemented several initiatives and programmes on strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.</p> <p>NDMA has developed GIS based application tools to create custom applications to meet specific user needs, ranging from spatial data conversion programs to interface designs that support inexperienced users to unlock the information and use it to identify patterns, make better decisions on a continuous basis. NDMA is using GIS to analyses complex situations, visualize problems, and create plans and solutions, which will also increase the efficiency, improving communication and collaboration and help to coordinate work across organizations.</p>

		This is a focused area that requires specialized skills and partnership with concerned Ministries / Departments and other institutions dealing with the required expertise.
4.	Scope of work (Local, regional or pan-India)	Consultant (GIS) will provide technical assistance to NDMA in the implementation of the state of art geospatial lab within NDMA and support coordination with the central and state agencies. In addition, the Consultant will assist NDMA in developing projects and programs and its implementation with monitoring. He will also undertake capacity-building and strengthening measures to escalate the use of geospatial technology in DRR among all the stakeholders. The above position is at PAN -India level and it is expected that Lead consultant will be posted at NDMA.
5.	Duty station	New Delhi, India
6.	Status (Full time/ Part Time/ Short term or Long term)	Full Time
7.	Deliverables	<p>The Consultant will work under the overall supervision of the concerned Member/ JS / Advisor, NDMA , and its deliverables are as under:-</p> <ul style="list-style-type: none"> • Provide technical advice on all matters related to GIS and help to coordinate with other organizations and entities working in this area • Support formulation of geospatial policies, strategies, and guidelines to strengthen the geospatial technology to be use in disaster management in the country • Provide technical assistance to central and state governments in developing an integrated geospatial platform to provide information on emergency management facilities for the prevention of hazards • Develop Integrated Hazard-zonation Map of different parts of the country with respect to various natural/man made hazards at different map scale or resolution along with census data for their easy implementation as effective tools for mitigation measures and decision-making processes for pre during and post-disaster scenario. • Contributions in risk mapping with respect to hazard & vulnerability with assistance from Academia, Research institutes and other professional bodies. • Contributions in implementing the State of Art GIS lab in NDMA to provide support to all stakeholders • Carry out secondary research on different aspects and global trends in geospatial technology and its use in the field of disaster risk management and prepare thematic papers and strategies

		<ul style="list-style-type: none"> • Document national & global good practices on utilization of geospatial technology in disaster management and disseminate them to key internal and external stakeholders • Support in organizing international/ national workshops, seminars, and conferences • Any other assignment/work on the subject given by the concerned Member/ JS / Advisor, NDMA.
8.	Competencies and Skills required	<ul style="list-style-type: none"> • Promoting the vision of NDMA • Advising, leading and supervising • Formulating concepts and strategies • Managing resources • Ability to work in a team situation and engage with diverse stakeholders • Inter-personal and communication skills • Proactive engagement and dialogue • Strategic advice and communication
	Language proficiency -	Fluency in written and spoken English is required for this position.
9.	Educational Qualifications	
	(b) Essential	Master's degree in ECE/ Civil/IT/Geo-Tech, or in physics/ geography/ geology/ environmental science/ remote sensing / geo-informatics or any other related disciplines
	(b) Desirable	<ul style="list-style-type: none"> • Ph.D. or M.Tech in Remote Sensing / Geo-informatics related subject • Working experience on ArcGIS Server and its Extension with ArcGIS Apps and ArcGIS Pro with QGIS /ILWIS/GRASS • Working knowledge with Data Model / Metadata /Mapping Scale • Working Knowledge with Geo-Databases PostgreSQL/SQL) and GIS Server System (GeoServer&MapServer) / App development in GIS environment • Working experience in processing remotely sensed data (Image Processing) on different platforms with different data formats, along with GIS data analysis and data conversion techniques • Familiarity with programming languages such as Python /JavaScript/ IDL/R

10.	Experience	Minimum 5 years of work experience (2 years for candidates having Ph.D degree) in the field of geospatial technology
	Note - Retired government officials with matching education and experience, who have held a position with grade pay of INR 7,600/ may also apply	
11.	Upper Age Limit	<ul style="list-style-type: none"> • Maximum 40 years. • For retired employees from Central Government, the upper age limit shall be 65 years.
12.	Remuneration	<p>Rs. 75,000/- -- Rs. 1,00,000/- p.m. (75,000 – 80,000 – 85,000 – 90,000 – 95,000 -1,00,000)*</p> <p>*The annual increase is given on satisfactory performance. For outstanding performance, a two step increase may be given to the consultant.</p>
13.	Duration	Initially, a successful candidate will be given a contract for one year (full time) which may be extended up to a maximum of another two years (maximum of three years) subject to satisfactory performance satisfactory Annual Performance Review based on clearly defined Key Performance Indicators.
14.	Reporting Mechanism	The consultant will be working under the supervision of concerned subject Member / JS (Division Head) of NDMA. However, on time to time basis concerned division JA will guide them on handling subject related issues.
15.	Support/inputs to be provided by NDMA to facilitate consultancy	During the consultancy no additional support other than office equipment i.e. Desktop, Printers, Internet etc. may be provided by NDMA. However, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.
16.	Special remarks, such as travel, etc.	For all official tours, visit of Consultant, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.
17.	Termination of Contract	The engagement of Consultants at NDMA is of a temporary nature and NDMA can terminate the contract at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek the termination of the contract upon giving one month notice to NDMA."