

GOVERNMENT OF JAMMU & KASHMIR
 Department of Disaster Management, Relief, Rehabilitation & Reconstruction
 Civil Secretariat, Jammu

Notification No: 03 of 2020

Dated: - 07-02-2020

Subject: - Hiring of Senior Consultant (Disaster Management) and Consultant (Disaster Management).

1. This Department vide notification No. 01 of 2019 dated 13.11.2019 invited applications for hiring 01 Sr. Consultant and 01 Data Entry Operator for Centrally Sponsored Scheme "Implementation of the Sendai Framework for Disaster Risk Reduction and 02 Consultants for Centrally Sponsored Scheme "Implementation of Strengthening of District Disaster Management Authorities (DDMAs) of Hazard Prone Districts out of the 115 identified backward districts".
2. The Department received 36 applications for the post of Sr. Consultant and 59 applications for the post of Consultant but no candidate was found eligible as per notified criteria and as such these applications were not considered.
3. It has been decided to re-advertise the post of Sr. Consultant as well as Consultant by relaxing the experience criteria to have better response.
4. Accordingly, fresh applications are invited on the prescribed format for hiring 01 Sr. Consultant under the Centrally Sponsored Scheme "Implementation of the Sendai Framework for Disaster Risk Reduction and 02 Consultants for Centrally Sponsored Scheme "Implementation of Strengthening of District Disaster Management Authorities (DDMAs) of Hazard Prone Districts out of the 115 identified backward districts" having qualification and experience mentioned against each below:-

A. Sr. Consultant (Disaster Management)

S. no.	Name of the scheme	Name of the post	No. of posts	Remuneration	Qualification	Experience
1.	Implementation of Sendai Framework for Disaster Risk Reduction.	Sr. Consultant (Disaster Management)	01	1,00,000/- (one lakh) pm	• Master's Degree in any discipline (preferably in Disaster Management, Social Work, Sociology, Geography, Agriculture, Architecture, Engineering, Urban Planning).	• Candidate should have minimum experience of 2 years post qualification in the fields related to disaster Management.

B. Consultant (Disaster Management)

S. no.	Name of the scheme	Name of the post	No. of posts	Remuneration	Qualification	Experience
1.	Strengthening of District Disaster Management Authorities (DDMAs) of Hazard Prone Districts out of the 115 identified backward districts	Consultant (Disaster Management)	02	70,000/- pm	• Master's Degree in any discipline (preferably in Disaster Management, Social Work, Sociology, Geography, Agriculture, Architecture, Engineering, Urban Planning).	• Candidate should have minimum experience of 1 year post qualification in the fields related to disaster Management.

5. That the criteria for the selection of Sr. Consultant and Consultant will be as under:-

S. No.	Item	Marks
1	Qualification	60
2	Preferential Qualification	10
3	Experience	10
4	Interview	20

6. Terms and conditions:-

- i. Candidate should must have the requisite qualification and experience for the post applied.
- ii. Candidate for the post of Consultant and Sr. Consultant should not be more than 65 years as on the last date of submission of application.
- iii. Candidate should have a good moral character.
- iv. Candidate shall have to fill a separate form for each post.
- v. Last date of receipt of application form for each category of post is 28.02.2020 before 5:00 pm.
- vi. Terms of contractual appointment shall be for a period of 12 months which will be extended upto 36 months from the date of start or completion of the project whichever is earlier.
- vii. Self attested photocopies of the following documents must be attached with the application form: -
 - a) Date of birth certificate (Matriculation certificate).
 - b) Marks certificate of all qualifying examinations (Graduation and above).
 - c) Experience certificate.
 - d) Character Certificate issued by 1st class magistrate/ SHO concerned.
- viii. Application complete in all respect should be submitted in the office of Joint Director, Planning, Room No.2/35, Mini Block, Department of Disaster Management, Relief, Rehabilitation & Reconstruction, Civil Secretariat, Jammu in person or through registered post. It is clarified that the form should reach at above address by last date. The mere reason that a candidate posted the application before cut off date will not be accepted.
- ix. Incomplete applications shall be rejected without informing the reasons of rejection to the candidates.
- x. The candidate should come with the original documents at the time of interview.
- xi. The Department of Disaster Management, Relief, Rehabilitation & Reconstruction have the sole right of cancellation the advertisement, rejection of any application, cancellation of candidature of any applicant without any notice.
- xii. The selection will be made on the basis of interview. However, in case the number of applicants is more than 50 for a particular post, short listing will be done in the ratio of 1:5 on the basis of academic qualification.
- xiii. The selected candidates have to give an affidavit duly sworn before Judicial Magistrate to the effect that they will not claim continuation/ regularization/ absorption in the Department beyond the engagement time period.

7. Deliverables/ Outcomes for the post of Sr. Consultant:-

- i. Alignment of District Plans in accordance with the provisions of the Disaster Management Act, Sendai Framework and State Plan.
- ii. Coordinating of Mock Exercises at various locations in these districts.
- iii. Training of officials for capacity building for better preparedness and effective response measures.
- iv. Creation of awareness about Disaster Risk Management.
- v. Compiling and timely furnishing of data and information to SDMA on disaster aspects and Sendai Framework Monitoring indicators.

- vi. Improved coordination of the District Administration with Taluka and Panchayat level for effective preparedness, response and mitigation measures.
 - vii. Help in setting up of the Disaster Data Base at the District level.
 - viii. Assist the DDMA in identifying opportunities for mainstreaming Disaster Risk Reduction (DRR) in development programmes.
 - ix. Any other task assigned by SDMA/ DDMA.
8. **Precise Statement of Objectives:** Suggest measures for integration of mitigation measures in the development plans of the State.
9. **Outline of the task to be carried out:** In addition to the work pertaining to deliverables and outcomes of the Scheme, the following tasks are to be performed:
- (a) Support the State Governments in taking measures for implementation of Sendai Framework for Disaster Risk Reduction and reporting on the Sendai Framework Monitoring Indicators.
 - (b) To develop coordination mechanism with the aim of implementing Sendai Framework at State and District levels.
 - (c) To ensure implementation of Programmes and Schemes of NDMA in the State.
 - (d) To help in capacity building and training activities carried out by NDMA.
 - (e) Liaison with the SDMAs, Department of Disaster Management, Relief, Rehabilitation & Reconstruction and other Government Departments dealing with Disaster Management.

10. Deliverables/ Outcomes for the post of Consultant:-

- i. Alignment of District Plans in accordance with the provisions of the Disaster Management Act, Sendai Framework and State Plan.
 - ii. Coordinating of Mock Exercises at various locations in these districts.
 - iii. Training of officials for capacity building for better preparedness and effective response measures.
 - iv. Creation of awareness about Disaster Risk Management.
 - v. Compiling and timely furnishing of data and information to SDMA on disaster aspects and Sendai Framework Monitoring indicators.
 - vi. Improved coordination of the District Administration with Taluka and Panchayat level for effective preparedness, response and mitigation measures.
 - vii. Help in setting up of the Disaster Data Base at the District level.
 - viii. Assist the DDMA in identifying opportunities for mainstreaming Disaster Risk Reduction (DRR) in development programmes.
 - ix. Any other task assigned by SDMA/ DDMA.
11. **Precise Statement of Objectives:** To provide technical assistance for Disaster Risk Management as per Sendai Framework/ State Plan and suggest measures for integration of mitigation measures in the development plans of District Administration.
12. **Outline of the tasks to be carried out:** In addition to the work pertaining to deliverables and outcomes of the Scheme, the following tasks are to be performed:

- (a) Support the District Administration in taking measures for implementation of Sendai Framework for Disaster Risk Reduction.
- (b) To develop coordination mechanism with the aim of implementing Sendai Framework at District level.
- (c) To help in capacity building and training activities carried out by NDMA.
- (d) To facilitate creation of awareness about Disaster Risk Management.

Note: - * The specimen of the application form is enclosed with the notification.

For any enquiry and clarification please contact **9419268655** (Joint Director Planning, Department of Disaster Management Relief, Rehabilitation & Reconstruction)

No. DMRR&R/P&S/Secy/030/2018


Dated: .02.2020

Sd/-

(Simrandeep Singh)
Secretary to the Government,
Deptt. of DMRRR

Copy to the:-

1. Financial Commissioner (Revenue) J&K, Jammu.
2. Divisional Commissioner, Kashmir/ Jammu with the request to kindly arrange wide publicity of the notification.
3. Director Employment, J&K, Jammu with the request to kindly arrange wide publicity of the notification
4. Director Information, J&K, Jammu with the request to kindly give wide publicity to the notification through print and electronic media.
5. Deputy Commissioner _____ (all) with the request to kindly arrange wide publicity of the notification.
6. Director Finance, Department of DMRRR.
7. Additional Secretary, Department of DMRRR.
8. In-charge website, General Administration Department with the request to kindly upload the notification and application form on the site of GAD.
9. Pvt. Secy. to the Secretary to Government, Department of DMRRR.
10. Office file.


(Manoj Kumar)
Joint Director (P)
Department of DMRR&R

**Application form for the post of Sr. Consultant and Consultant in the Department of
Disaster Management, Relief, Rehabilitation & Reconstruction**

Application for the post of _____

Advertisement Notification No. : _____ Dated: _____

1. Post applied for _____ District _____

2. Name of the applicant (in capital letters) _____

3. Father/Mothers/Spouse name: _____

4. Sex: Male/ Female _____

5. Permanent Residential Address: _____

6. Present Address: _____

7. Contact/ Mobile Number: _____ Email: _____

8. Date of Birth (as per Matriculation Certificate) _____

9. Age as on last date of submission of application ____ Years ____ Months ____ Days ____

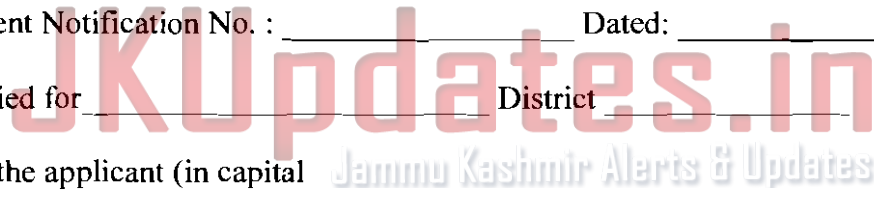
10. (a) Educational Qualification (Graduation onwards)

Exam	Subject	Year	Board/ institution	Total marks	Marks obtained	Percentage (%) of marks	Remarks

(b) Experience

Post held	Organisation/Govt./PSU	Period from ____ to ____	Nature of assignment

Paste recent passport size duly attested photo



11. Brief description of the experience/ knowledge in the relevant field.

 JKUupdates.in Jammu Kashmir Alerts & Updates	

12. Documents attached

1. _____ 2. _____ 3. _____
4. _____ 5. _____ 6. _____

Signature of the Applicant

Date: _____

Place: _____

DECLARATION:

I _____ S/O, D/O, W/O
R/O _____ Tehsil _____ District _____ do
hereby solemnly affirm and declare that the entries made herein above in the application form are true and correct to the best of my knowledge and belief and nothing has been concealed therein. I undertake that if any misrepresentation of facts or concealment of any information in the above application is found at any stage, my candidature/ selection shall be liable to be cancelled without giving any notice to me.

I, further declare that I have carefully read the description of the post, qualification, and other terms and conditions and have no objection/ reservations in this regard.

Signature of the Applicant