

GOVERNMENT OF BIHAR
BIHAR STATE DISASTER MANAGEMENT AUTHORITY
(DISASTER MANAGEMENT DEPTT.)
2nd Floor, Pant Bhawan, Patna -800001

Vacancy Announcement

BSDMA invites **Walk-in-Interview** for appointment on the post given below on purely contractual basis. The contract will be initially for **three years** and may be further extended based on the need and performance of the candidate. Essential educational qualifications, experience and expectations required for the post are given in the table below.

Name of Post	Education qualifications/Experience and expectations/Desirable	No. of Post	Gross Emoluments per month
Sr. Research Officer to Vice Chairperson and each Member (Roster No.-03-Unreserved)	Education Qualification: University Degree/or equivalent in Engineering/ Social/ Natural/ Earth Sciences/ Agriculture/ Science Disaster Management or PG from professional institute such as Business Management/ Computer Application/ Mass Communication/ Chartered Accountant/ Disaster Management etc. Working Experience: Minimum 5 years experience in relevant field	01 (Roster No.03-Unreserved)	Rs. 40,000-50,000/- per month

NOTE:

- 1. PROFORMA FOR THE APPLICATION can be downloaded from the website www.bsdma.org**
- 2. For job descriptions and detailed terms & conditions, please also visit BSDMA website: www.bsdma.org**
- 3. Selection Process:**
Walk-in-interview would be conducted on **16.06.2017** Reporting time for the interview is **10:00 AM to 12:00 Noon**, on 2nd floor at the given address. **Candidature for interview will not be accepted after 12:00 Noon.** The candidates must bring NOC & notification of the post held in case of service and last post held in case of retirement. Please also bring two photographs along with handwritten/ typed application for the post addressed to the Secretary, Bihar State Disaster Management Authority, Pant Bhawan, Patna, 800001


Secretary
Bihar State Disaster Management Authority,

GOVERNMENT OF BIHAR
BIHAR STATE DISASTER MANAGEMENT AUTHORITY
(DISASTER MANAGEMENT DEPTT.)
2nd Floor, Pant Bhawan, Patna -800001

Vacancy Announcement
Walk-in-Interview

Bihar State Disaster Management Authority Announces Walk-in Interview for the following position on contractual basis:

Selection Process :- Walk –in Interview would be conducted on 16-06-2017. Reporting time for the interview is 10 AM to 12 Noon on 2nd Floor at the given address. Candidature for interview will not be accepted after 12 Noon. The candidates must bring NOC and notification of the post held in case of service and last post held in case of retirement. Please also bring two photographs alongwith hand written/typed application for the post. For details about the above position, ToR and to download application format, please visit: career column-www.bsDMA.org.

Educational qualifications, experience and expectations required for post are given in the table below.

Name of Position	No of Position	Educational Qualification/Experience	Emolument
Senior Research Officer to Vice Chairperson and each Member.	01 (Roster No.03- Unreserved)	Education Qualification: University Degree/or equivalent in Engineering/ Social/ Natural/ Earth Sciences/ Agriculture/ Science Disaster Management or PG from professional institute such as Business Management/ Computer Application/ Mass Communication/ Chartered Accountant/ Disaster Management etc. Working Experience: Minimum 5 years experience in relevant field	Rs. 40,000 - 50,000/- Per Month

General Conditions:-

1. The positions are purely on contractual basis, initially for **three years** and can be extended further on satisfactory performance as per rules.
2. The detailed Terms of Reference (Qualification, Tasks to be carried out, Age, Selection Process, and Application Format etc.) are available at the Career section of **www.bsDMA.org**.
3. Candidates will have to produce the proof of details furnished in their application, in original at the time of interview.
4. Only Indian Nationals can apply.
5. Canvassing of any form will result in disqualification.
6. It may be noted that if, at any stage, it is discovered that any attempt has been made by the applicant to wilfully conceal or misinterpret the facts, his/her candidature will be rejected or his/her employment will be terminated.
7. Persons working in Government/Public Sectors Undertakings/Autonomous Organizations should submit their applications through proper channel.
8. Maximum Age limit in case of retired persons will be 62 years.
9. In case of Retired Govt. Servants, there should not be any vigilance case or any pending Departmental Proceeding against him/her.

Signature
Secretary

Bihar State Disaster Management Authority

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Walk-in Interview
16-06-2017
Reporting time-
10AM to 12 Noon

ToR

4. **Post Title :** Senior Research officer (One Post-01 Unreserved)

Organisation : Bihar State Disaster Management Authority (BSDMA)

Duty Station : BSDMA, Patna

Duration : 3 (Three) years initially

Job Description :

- To undertake research projects in context of disasters in Bihar and suggest strategies based on research for risk reduction against such disasters.
- Conduct policy studies/analysis in the area of Disaster management.
- Develop and contribute to research activities related to Disaster Management.
- Other duties and responsibilities as assigned by the BSDMA.

Knowledge & Competencies :

- With academic/organizational/governance/field experience in areas/ subjects related to disaster management such as: Floods, Cyclones, Earthquakes, River Erosion, Snow Avalanches & Landslides, Drought, Climate Change, Chemical Biological & Radiological emergencies, Civil Defence, Risk & Vulnerability Analysis, Medical Preparedness, Training & Capacity Building, Education & Disaster Management Community awareness or other areas related to Disaster Management/governance.
- Knowledge of various forms of Research methodologies & skills to conduct research.
- Proper understanding of risks.
- Demonstrated ability to organize and facilitate stakeholder and focus group meetings and capacity to work with government.
- Project management skills and/or experience including proven ability to effectively adjust plans to rapidly changing circumstances.
- Experience of cross-cultural working environment.
- The selected persons will enter into an agreement in a prescribed format with the Authority.
- Excellent computer/IT Skills and proficiency in MS Office applications (Word, Excel, Power Point etc.), internet, web applications etc.


Secretary

Bihar State Disaster Management Authority

**Bihar State Disaster Management Authority
Application form for Vacancies**

Name of the applicant

Affix recent passport
size self-attested
photograph

1. Name of the position applied for

2. Father's Name:

3. EDUCATIONAL QUALIFICATIONS:

Institution	Degree(s) or Diploma(s) obtained (starting from latest degree)	Specializations/ Subjects	Year	Division

4. PROFESSIONAL QUALIFICATIONS:

5. TRAININGS / WORKSHOP ATTENDED :

Name	Place/Organization	Date

6. ACHIEVEMENTS

7. PUBLICATIONS / PAPERS PRESENTED:

**Bihar State Disaster Management Authority
Application form for Vacancies**

8. EMPLOYMENT RECORD

TOTAL EXPERIENCE (in Yrs):

Please provide details of all positions held - starting with your present employment and going back to the first - in the space below:

DURATION (YEAR – YEAR)	ORGANIZATION	DESIGNATION	RESPONSIBILITIES HANDLED

9. Three reference from supervisors of the last three previous organisations (whichever is applicable) with their names, position, e-mail, Basic phone no. and Mobile no.

10. LANGUAGE PROFICIENCY: (Rating (1-5): EXCELLENT-1/ BASIC-5)

Language	Reading	Speaking	Writing

11. PERSONAL DETAILS

Date of birth:

Present Address/ Correspondence Address:

Permanent Address:

Email Id:

Mobile:/Phone (with area code):

Marital Status:

**Bihar State Disaster Management Authority
Application form for Vacancies**

12. CERTIFICATION:

I, the undersigned, certify that to the best of my knowledge and belief, this information sheet correctly describes me, my qualifications, and my experience.

Signature

Full Name

Date

Place