

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

Advt No.

Vacancy Announcement

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

S.No	Name of Post	Education qualifications/Experience and expectations/Desirable	Gross Emoluments per month
1	Sr. Research Officer to Vice Chairperson and each Member (Three Post- 01- Unreserved, 02 MBC (Annex-I), 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

NOTE:

- 1. PROFORMA FOR THE APPLICATION can be downloaded from the website**
2. For job descriptions and detailed terms & conditions, please visit BSDMA website: www.bsdma.org
3. **Selection Process:**
Walk-in-interview would be conducted on **5th of August, 2016**. 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 serving and last post held in case of retired. 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

sd/-
Secretary
Bihar State Disaster Management Authority,

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Vacancy Announcement
Walk-in-Interview

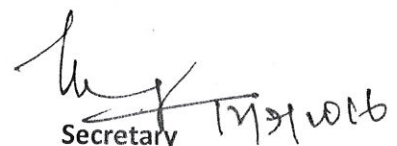
Bihar State Disaster Management Authority Announces Walk-in Interview for the following position on contractual basis:

Selection Process :- Walk –in Interview would be conducted on 05.08.2016. 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 serving and last post held in case of retired. Please also bring two photographs along with 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 each of the post are given in the table below.

Sl. No.	Name of Position	No of Position	Educational Qualification/Experience	Emolument
1	Senior Research Officer to Vice Chairperson and each Member.	03 1-Unreserved 2-MBC (Annex-1) 3-Unreserved	Educational Qualification : University Degree/or equivalent in Engineering/Social/Natural/Earth Sciences/ Agriculture /Sciences/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 of 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.
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. Reservation will be given only to the original Resident (मूलवासी) of Bihar/As per the Govt. of Bihar rules.
6. Canvassing of any form will result in disqualification.
7. 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 misrepresent the facts, his/her candidature will be rejected or his/her employment will be terminated.
8. Persons working in Government/Public Sectors Undertakings/Autonomous Organizations should submit their applications through proper channel.
9. Maximum Age limit in case of retired persons will be 62 years.
10. In case of Retired Govt. Servants there should not be any vigilance case or any pending Departmental Proceeding against him/her.


Secretary

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Walk-in Interview
05.08.2016
Reporting time-
10AM to 12 Noon

ToR

4. **Post Title : Senior Research officer** (Three Post-01- **Unreserved**, 02-MBC, (Annex-1), 03- **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 17/08/2016

 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. Full 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(scanned)

Full Name

Date

Place