

## **Vacancy Announcement** **Walk-in-Interview**

The Authority announces walk-in-interview for the following position on contractual basis:-

**1. Project Officer (Human Induced Disasters) (One Post - Unreserved)**

**Selection Process:-**

Walk-in-interview would be conducted on **04-08-2016**. Reporting time for the interview is 10:00 A.M to 12:00 Noon, on 2<sup>nd</sup> 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. For details about the above position, TORs and application format, please Visit our website: [www.bsdma.org/career.aspx](http://www.bsdma.org/career.aspx)

sd/-

**Secretary**

**Bihar State Disaster Management Authority**

**General Conditions:-**

2. This position is purely on contractual basis, initially for three years and can be extended on satisfactory performance.
3. Candidates will have to produce the proof of skills listed in their application as original at the time of interview. It shall be for.
4. Only India Nationals need apply.
5. Canvassing in any form will be a disqualification.
6. It may be noted that if, at any stage, it is discovered that an applicant has been a part of the applicant or willfully conceal or misrep. either the facts. If such cases will be rejected or his/her employment will be terminated.
7. Person working in Government Public Sector Undertakings and government Organizations should submit their applications through proper channel.
8. Candidates should be well versed with working on the computer including Internet, MS Office applications (Word, Excel, Power Point etc.).
9. Maximum Age limit in case of retired persons will be 62 years.
10. The selected persons will enter into an agreement in a prescribed form with the Authority.
11. In case of Retired Govt. Servant there should not be any rightness case or any pending Department proceeding or any criminal case pending in any court of law.

Secretary

Bihar State Disaster Management Authority



**GOVERNMENT OF BIHAR**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
**(DISASTER MANAGEMENT DEPTT.)**  
2<sup>nd</sup> 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:

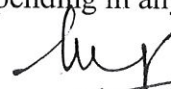
**Selection Process:-** Walk-in-interview would be conducted on **04-08-2016** Reporting time for the interview is **10.00 AM to 12.00 Noon** on 2nd floor at the given address. Please also bring two photographs along with hand written/ typed application for the post. Educational qualifications, experience and expectations required for are given in the table below.

For descriptions, detailed term and conditions about the below position & download application format, please visit: career column-[www.bsdma.org](http://www.bsdma.org).

Sl. No.	Name of Position	Education Qualification/Experience	Emolument
1	<b>Project Officer</b> (Human Induced Disaster)	<b>Education Qualification:</b> Master's Degree in relevant field: Engg/ Earth Sciences/ Agriculture/ Natural Sciences/ Social Sciences/Disaster Management. <b>Working Experience:-</b> Minimum 5 years of experience in relevant field; Experience in Armed forces/paramilitary forces/ General Administration/ State Police/ Fire Services etc. will be an additional value.	Rs. 60,000/- (Rupees Sixty Thousand)

**General Conditions:-**

2. This position is purely on contractual basis, initially for **three years** and can be extended on satisfactory performance.
3. Candidates will have to produce the proof of details furnished in their application, in original at the time of interview, if asked for.
4. Only India Nationals need apply.
5. Canvassing in any form will be a disqualification.
6. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to willfully conceal or misrepresent 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. Candidates should be well versed with working on the computer including internet, MS Office applications (Word, Excel, Power Point etc.)
9. Maximum Age limit in case of retired persons will be 62 years.
10. The selected persons will enter into an agreement in a prescribed format with the Authority.
11. In case of Retired Govt. Servant there should not be any vigilance case or any pending Department proceeding or any criminal case pending in any court of law.

  
Secretary

Bihar State Disaster Management Authority





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



**Post title:** Project Officer- Human Induced Disaster (One post- Unreserved)

**Organisation:** Bihar State Disaster Management Authority (BSDMA).

**Duty Station:** BSDMA, Patna.


**Duration:** 3 (Three) years initially.

**Job Description:**

- Develop strategy to create awareness about the human induced disasters in Bihar and strategy formulation for risk reduction against such disasters.
- Organise Sensitization programmes/ workshops of various stakeholders towards taking prior action so as to minimize the hazard impact.
- Conduct policy studies/analysis in the area of Human Induced Disasters.
- Develop and contribute to research activities related to human ecology.
- Other duties and responsibilities as assigned by the BSDMA.

**Knowledge & Competencies:**

- Knowledge of various forms of Human Induced Disasters such as acts of Chemical, Biological, Radiological and Nuclear, Road Accidents etc.
- Proper understanding of risks originating due to human and environment interplay.
- Understanding of psycho-social care, community based disaster risk reduction method.
- Demonstrating 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.
- Ability to operate and lead under pressure and in physically or mentally challenging situations.
- Experience of cross-cultural working environment;
- Demonstrating ability to organize and facilitate stakeholder and focus group meetings and capacity to work with government.
- 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. 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:

<b>DURATION (YEAR – YEAR)</b>	<b>ORGANIZATION</b>	<b>DESIGNATION</b>	<b>RESPONSIBILITIES HANDLED</b>

**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 )**

<b>Language</b>	<b>Reading</b>	<b>Speaking</b>	<b>Writing</b>

**11. PERSONAL DETAILS**

**Date of birth:**

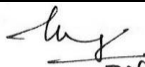
**Present Address/ Correspondence Address:**

**Permanent Address:**

**Email Id:**

**Mobile:/Phone (with area code):**

**Marital Status:**

  
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**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.

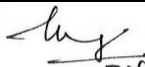
**Signature(scanned)**

**Full Name**

**Date**

**Place**

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