

F.No. 01-15/2021-Admn
Government of India
NATIONAL DISASTER MANGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave
New Delhi-110029

Website: www.ndma.gov.in

Phone: 011-26701700

ADVERTISMENT FOR THE POST OF ADVISOR (OPERATIONS AND COMMUNICATIONS) ON DEPUTATION BASIS IN NATIONAL DISASTER MANAGEMENT AUTHORITY (NDMA).

1. Applications are invited in the prescribed format from suitable officers for the post of Advisor (Operations and Communications) on deputation basis in the Level-14 of Level in the pay matrix Rs. 1,44,200-2,18,200/- in National Disaster Management Authority, New Delhi.
2. **Eligibility:** From amongst the officers of the Central Government or Defence Forces or State Governments or Union Territory administrations:
 - (a)
 - (i) Holding analogous post on regular basis in the parent cadre or department;
or
 - (ii) with three years' service in the Level-13A in the pay matrix or equivalent, rendered after appointment thereto on regular basis in the parent cadre or department;
or
 - (iii) with five years' service in the level 13 in the pay matrix or equivalent, rendered after appointment thereto on regular basis, in the parent cadre or department;
and
 - (b) Possessing the following educational qualifications and experience:-

Educational Qualifications: Master's Degree in Science or Electronics or Statistics or Defence Studies or Commerce or arts or Humanities or Business Administration or Degree in Engineering or Technology from a recognized university or institute or equivalent.

Experience:-

(a) Essential:

(i) fifteen years of experience in operational plan or policy formulation or disaster management or conceptualization, preparation, coordination and management of plans or projects or Senior level management of Defence Forces or Central Police Organisations or Police or Telecommunications; and

(ii) knowledge of latest trends and developments in next generation networks or information security or data based management control."

(b) Desirable:

- (i) having undergone training in the relevant fields at the national or international institutes or organizations;
- (ii) experience of implementation or appraisal or review or analysis of projects of communication and information technology.

Note 1 : Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be initially for five years which may be extended upto seven years on the basis of performance.

Note 2 : The maximum age-limit for appointment by deputation shall not exceed fifty-six years of age as on the closing date for the receipt of applications.

3. The closing date for receipt of application will be **45 days** from the date of publication of this advertisement in the Employment News.
4. Those who are working in Central Government or Defence Forces or State Governments or Union territory administration may be forwarded through proper channel. It may be confirmed that in the event of selection for appointment, the officer once selected will not be allowed to withdraw his/her name.
5. While forwarding the application copy of the following documents are to be sent along with the application.
 - **Complete ACR dossier's/attested copies of ACR'S of the applicant (last five years).**
 - **A certificate about the Integrity of the officer recommended for appointment on Deputation.**
 - **Vigilance Clearance in respect of applicant duly signed by an officer of the appropriate Status.**
 - **Certificate, Major/Minor penalty imposed if any, on the officer during the last 10 years/service period whichever is less.**
6. Application format can be downloaded from here. The duly filled in application along with attested copy of all relevant certificates to be sent to **Under Secretary (Admn.), NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi-110029** super scribing on the envelope "Application for the Advisor (Operations and Communications) in NDMA, New Delhi.

**APPLICATION FOR THE POST OF ADVISOR (OPERATIONS AND COMMUNICATIONS)
ON DEPUTATION BASIS IN NATIONAL DISASTER MANAGEMENT
AUTHORITY, NEW DELHI**

Bio-Data Proforma

1. Name and Address in Block Letters: _____
2. Date of Birth(in Christian era) : _____
3. Date of superannuation under
Central/State Government rules : _____
4. Educational Qualification : _____
5. Whether Educational and other Qualifications required for the post are Satisfied (if any qualification has been treated as equivalent to the prescribed in the rules, state the authority for the same)

Qualifications/Experience required	Qualifications/Experience possessed by the officer
Essential (1)	
(2)	
(3)	
Desirable (1)	
(2)	

(Add additional sheet if necessary)

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post : _____

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Institution/ Organisation	Post held	From	To	Scale of pay/Grade Pay/ Pay Level and basic pay	Nature of duties

8. Nature of present employment, ie,
Ad hoc or temporary or permanent: _____

9. In case of the present employment is held on deputation/contract basis, please state:-

(a) The date of initial appointment : _____

(i) Period of appointment on deputation/Contract :-

(ii) Name of the parent office/organization to
Which you belong : _____

10. Additional details about present employment: _____

Please state whether working under:-

(i) Central Government _____

(ii) State Government _____

(iii) Union Territory administration _____

(iv) Autonomous organizations _____

(v) Government Undertaking _____

(vi) Universities _____

11. Are you in Revised Scale of Pay as per 7th CPC? If yes, give the date from which the revision took place and also Indicate the pre-revised scale: _____

12. Additional information, if any, which you would like to mention in support to your suitability for the post. Enclose a separate sheet, if the space is insufficient: _____

13. Whether belongs to SC/ST: _____

14. Remarks: _____

(Signature of the Candidate)

Date: _____

Address _____

(Tel./Mobile No _____

E.mail _____

Countersigned: _____

(Employer)



Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण एनडीएमए

भवन, ए. 1, सफदरजंग एन्क्लेव, नई दिल्ली - 29 फ़ोन - 011-26701700

NATIONAL DISASTER MANAGEMENT AUTHORITY

NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi - 29, Phone- 011-26701700



F. No. 01-15/2021-Admn.

Dated: 20.09.2021

To,

The Directorate of Advertising and Visual Publicity (DAVP),
Soochna Bhawan,
Phase-V, CGO Complex, Lodhi Road,
New Delhi-110003.

Sub: Advertisement for filling up one post of Advisor (Operations and Communications) on deputation basis in National Disaster Management Authority (NDMA).

Sir,

I am directed to state that this Authority desires to fill up one post of Advisor (Operations and Communications) on deputation basis in National Disaster Management Authority. The enclosed press advertisement to this effect may please be published in The Times of India Delhi Region.

Yours faithfully,

(Abhishek Biswas)

Under Secretary to the Govt. of India

Encl: As above



सत्यमेव जयते

Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण एनडीएमए

भवन ए-१, सफदरजंग एन्क्लेव, नई दिल्ली - २९, फ़ोन - ०११-२६७०१७००

NATIONAL DISASTER MANAGEMENT AUTHORITY

NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi - 29, Phone- 011-26701700



F. No. 01-15/2021-Admn

Website: <https://ndma.gov.in/en/careers.html>

Phone: 26701700

National Disaster Management Authority invites applications for filling up the one post of Advisor (Operations and Communications) in pay level 14 on deputation basis in NDMA.

Further details in this regards are available at NDMA website (<https://ndma.gov.in/en/careers.html>). The applications should reach to the undersigned within 45 days of publishing of this advertisement in the Employment news.

Under Secretary (Admn.)



Government of India
राष्ट्रीय आपदा प्रबंधन प्राधिकरण एनडीएमए



भवन, ए. 1, सफदरजंग एन्क्लेव, नई दिल्ली - 29, फ़ोन - 011-26701700
NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi - 29, Phone-011-26701700

F. No. 01-15/2021-Admn.

Dated: 20.09.2021

To,

Assistant Director, Advertisement,
Employment News,
Ministry of Information & Broadcasting,
VII Floor, Soochna Bhawan, CGO Complex,
Lodhi Road, New Delhi-110003.
Phone: 011-24369429
Fax: 011-26193012

Sub: Advertisement of filling up one post of Advisor (Operations and Communications) on deputation basis in National Disaster Management Authority (NDMA).

Sir,

I am directed to state that National Disaster Management Authority intend to fill up one post of Advisor (Operations and Communications) on deputation basis. The enclosed press advertisement to this effect may please be published in Employment News urgently. The advertisement may also be uploaded online on your website.

Yours faithfully,

(Abhishek Biswas)

Under Secretary, NDMA

Encl: As above

Copy to:-

1. PPS to Member Secretary, NDMA
2. PPS to Member (RS), Member (KK), Member (SAH) and Member (KSV), NDMA
3. Joint Advisor (IT) along with a copy of press advertisement and a copy of Recruitment Rules for filling up one post of Advisor (Operations and Communications) on deputation basis in NDMA with the request to upload the details of advertisement on the official website of NDMA and also arrange to upload the details on National Career Service Portal (NCSP) of Ministry of Labour and employment.
4. The Director General, CRPF, BSF, ITBP, CISF, CGO Complex, Lodhi Road, New Delhi-110003, Director General, SSB, East Block-V, R.K.Puram, New Delhi-110066, Director DCPW, CGO Complex, Lodhi Road, New Delhi-110003 for information with request to forward nomination of willing and eligible officers/officials of your organizations as per advertisement.
5. Director (PR & AG) alongwith a copy press Advertisement with request to upload the Advertisement on Facebook and twitter page of NDMA.
6. Notice Board NDMA.

20/09/21

20/09/21



Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण एनडीएमए

भवन, ए. 1, सफदरजंग एन्क्लेव, नई दिल्ली - 29, फ़ोन - 011-26701700

NATIONAL DISASTER MANAGEMENT AUTHORITY

NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi - 29, Phone-011-26701700



F. No. 01-15/2021-Admn

Sub: Advertisement for appointment of one post of Advisor (Operations and Communications) in National Disaster Management Authority (NDMA) on deputation basis.

NDMA invites applications from persons having following qualification and experience for the post of Advisor (Operations and Communications) on deputation basis:

Sl. No.	Name of Post	Post in Nature	Number of post	Level in the pay matrix	Educational Qualification	Experience	Max. Age Limit
1.	Advisor (Operations and Communications)/ Group 'A'	Deputation	1	Level 14	Master's Degree in Science or Electronics or Statistics or Defence Studies or Commerce or arts or Humanities or Business Administration or Degree in Engineering or Technology from a recognized university or institute or equivalent.	Essential: i. fifteen years of experience in operational plan or policy formulation or disaster management or conceptualization, preparation, coordination and management of plans or projects or Senior level management of Defence Forces or Central Police Organisations or Police or Telecommunications; and ii. knowledge of latest trends and developments in next generation networks or information security or data based management control."	56 Years

2. The detailed terms and conditions and eligibility criteria (educational qualification, experience etc) for appointment of Advisor (Operations and Communications) is indicated in the Recruitment Rules (RRs) and may be seen on NDMA website at <http://ndma.gov.in>

3. Interested eligible candidates may send their application in the prescribed proforma available on the NDMA website alongwith certificates establishing educational qualification, experience and grade pay through proper channel to Under Secretary (Admn.), National Disaster Management Authority, A-1, Safdarjung Enclave, New Delhi-110029 within **45 days** from the date of publication of advertisement in the employment news.

Important Note:
Incomplete application will not be considered.

(Abhishek Biswas)
Under Secretary (Admn.)