

फ.स./F.No. DM/CBDRM/94-3/HR/2015/
आपदा प्रबंधन निदेशालय
DIRECTORATE OF DISASTER MANAGEMENT,
अ.तथा.नि.प्रशासन/A & N ADMINISTRATION

पोर्ट ब्लेयर/Port Blair, दिनांक/dated Jun, 2015

VACANCY NOTICE

Community Based Disaster Risk Management (CBDRM)

Andaman & Nicobar Administration is implementing Community Based Disaster Risk Management (CBDRM) Programme in collaboration with the District Administrations, Panchayati Raj Institutions, Tribal Village Councils and line departments of this UT.

For effective implementation of the programme, Directorate of Disaster Management, A&N Administration invites applications for following positions on contract. The contract will be for a period of one year initially and may be extended based on need and performance. Educational qualifications, experience and expectations required for each of the positions are given in the table below: -

S.No.	Post	No. of Post	Education and qualifications/ Experience and expectations/ Desirable	Per month Salary
1	State Program Coordinator	01	Essential: Post-graduate Degree in Disaster Management or Post-graduate Degree in any stream with Diploma/Certificate Course in Disaster Management/atleast 3 years work experience in the field of Disaster Management. Desirable: Experience in Community Based Disaster Preparedness work.	20,000/- fixed
2.	State Program Associate	03	Essential: Bachelor Degree in any stream with Diploma/Certificate Course in Disaster Management/atleast 2 years work experience in the field of Disaster Management. Desirable: Experience in Community Based Disaster Preparedness work.	16,000/- fixed
3.	District Program Coordinator	03	Essential: Bachelor Degree in any stream with	16,000/- fixed

			Diploma/Certificate Course in Disaster Management/atleast 2 years work experience in the field of Disaster Management. Desirable: Experience in Community Based Disaster Preparedness work.	
4.	District Program Associate	09	Essential: Bachelor Degree in any stream with one year Diploma in Computer Application. Desirable: Experience in Disaster Management/Preparedness work.	15,000/- fixed

General Conditions:

- Candidates applying for more than one post should submit separate applications.
- Candidates will have to submit self attested copies as proof of details furnished in their applications and furnish in original as and when required.
- Application received after the due date, unsigned applications, applications where the post number is not filled in/not filled in correctly and applications incomplete in any respect will not be considered.
- Age limit: between 18 - 35 years as on closing date of submission of application.
- Canvassing in any form will be a disqualification.
- It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to wilfully conceal or misrepresent the facts, his candidature will be summarily rejected or his contract terminated.
- The applications must be sent in neatly typed-out form in A-4 size paper.
- On selection of the candidates shall have to serve in any part of Andaman and Nicobar Islands, where this Department is having its jurisdiction.
- The date / venue of Interview will be published in the Daily Telegrams and announced through All India Radio, Port Blair. No individual call letters will be sent to the candidates.
- No TA or DA will be paid to the candidates for attending the selection process or interview.
- Interested eligible candidates may send their applications to the following address before 15-07-2015 between 09:30 AM to 04:00 PM in all working days:

Address: To,
The Director (DM),
Directorate of Disaster Management,
A&N Administration, Link Road,
Goalghar, Port Blair - 744101.

Director (DM)
A&N Administration

PROFORMA FOR THE APPLICATION

Fixed recent pass
port size photo with
self attested

1. Post applied for :
2. Name (In block Letters)-
3. Date of Birth-
4. Age as on closing date of application (in years):
5. Nationality-
6. Father/Spouse's name-
7. Address for correspondence, email-ID, Telephone Nos. -
8. Education Qualifications-

Qualification	Requirement as per position	Qualification possessed by candidate
Essential		
Desirable		

9. Secondary and tertiary skills, if any-
10. Total experience directly relevant to the post applied-
11. Any other information-

Declaration: I affirm that the information given in this application is true and correct. I also fully understand that if at any stage it is discovered that any attempt has been made by me to willfully conceal or misrepresent that facts, my candidature may summarily be rejected or employment terminated.

(Signature of the applicant)