



NATIONAL DISASTER MANAGEMENT AUTHORITY
Ministry of Home Affairs, Government of India
NATIONAL CYCLONE RISK MITIGATION PROJECT (NCRMP)
14, First Floor, NDMA Bhawan, A-1, Safdarjung Enclave,
New Delhi-110029



Telephone: 011-26701744
Fax No. 011-26714321

F.No.1-14/2015-PMU

Advertisement No. 1-14/2015-PMU

National Disaster Management Authority (NDMA) is implementing the National Cyclone Risk Mitigation Project (NCRMP) – Phase I with assistance from the World Bank in coordination with the States of Andhra Pradesh, Odisha and the National Institute of Disaster Management, New Delhi with the closure date as October 2, 2017. Phase II of the project is also being implemented in coordination with the State of Goa, Gujarat, Karnataka, Kerala, Maharashtra and West Bengal with date of completion as 31st March, 2020. NDMA has set up a Project Management Unit (PMU) at its office in New Delhi. NDMA invites applications for the position given in the table below which will be filled up on the basis of a contract for the period of employment. The contract will be for a period of three years initially and may be extended with mutual consent based on need and performance by not more than one year at a time up to maximum of 2 years or closure of NCRMP-II, whichever is earlier. Remuneration of Rs.60, 000/- per month (consolidated) will be paid during the contract period. For details of NCRMP and duties/ responsibilities of the position, please visit website www.ncrmp.gov.in or www.ndma.gov.in

Social Management Specialist	<p><u>Educational Qualification:</u> i) Should possess a Master's Degree in Social Sciences preferably in Social Work/Sociology/Rural Management; ii) Knowledge of computer applications to manage data base and generation of reports.</p> <p><u>Post Qualification Experience & Expectations:</u> At least eight years of professional experience in the areas of land acquisition, involuntary resettlement, consultation and participation, socio-economic surveys, livelihoods/social capital restoration monitoring and evaluation of social development activities, and also preferably disaster management. Desirable: Experience of working in similar or related projects financed by external/multilateral agencies.</p>
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B. General Conditions:

- (i) Candidates applying for the post should submit applications on the prescribed proforma.
- (ii) Candidates will have to produce the proof of details furnished in their applications, in original, as and when required.
- (iii) Applications received after the due date, unsigned applications, applications where the post applied for is not filled in/not filled in correctly and applications incomplete in any respect will not be considered.
- (iv) Only Indian Nationals need apply.
- (v) Canvassing in any form will lead to disqualification.
- (vi) 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 employment terminated.
- (vii) The applications must be sent in neatly typed out form in A-4 size paper 210x297 mm.

C. Interested qualified persons may send applications by post to the following address not later than 45 days from the date of publication of advertisement in Employment News on the prescribed proforma.

**Shri Ashok Sarkar,
Project Accountant & Administrative Officer,
National Cyclone Risk Mitigation Project (NCRMP),
National Disaster Management Authority (NDMA),
Government of India,
Wing 14, First Floor, NDMA Bhawan,
A-1, Safdarjung Enclave,
New Delhi-110029.**

Proforma for application:

01. Advertisement No., the Post applied for and Post No.
02. Name (in block letters):
03. Date of Birth (in Christian era):
04. Nationality:
05. Father`s/Spouse`s name:
06. Address for correspondence (with Telephone/Mobile Nos. and e-mail ID address):
07. Permanent address:
08. Qualifications

(a) Educational Qualifications

S.No.	Course/Degree	Subjects	University/Institute	Year of passing	Division/Grade/Percentage of marks

(b) Professional Qualifications

09. Total experience directly relevant to the post applied for (in months):

10. Total employment experience and details (in months) indicating the nature of duties and responsibilities including experience of working with externally aided projects, if any:

S.No.	Organisation/Institute	Period		Nature of duties and responsibilities including experience with externally aided projects, if any	Remarks
		From	To		

11. If selected, minimum time required to join the post:

12. Any other information:

Declaration

I affirm that 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 wilfully conceal or misrepresent the facts, my candidature may summarily be rejected or employment terminated.

(Signature of the applicant)

Place

Date

Duties and Responsibilities of Social Management Specialist

- (i) Assist the Project Director in the review and approval of various screening reports related to social safeguards in accordance with Environmental and Social Management Framework (ESMF).
- (ii) Responsible for overseeing and coordinating the implementation of social development activities such as land acquisition, resettlement, NGO coordination and other social development activities in the project.
- (iii) Responsible for ensuring compliance with ESMF with respect to preparation and implementation of plans related to social impacts.
- (iv) Manage the Social Assessment studies including the benefit monitoring and evaluation and coordinate preparation of relevant action plans to implement the outcomes of Social Assessment process.
- (v) Coordinate with PIUs of states for overseeing the implementation and monitoring of land acquisition involuntary resettlement mitigation actions and other social development activities.
- (vi) Preparation of periodical progress reports on social impacts of PMU's review and action.
- (vii) Maintain and upgrade the computerized data base related to the delivery of land acquisition compensation as well as resettlement entitlements and generation of periodical progress reports.
- (viii) Undertake field visits to impact areas as appropriate to monitor the implementation of social dimensions of the project and submit periodic reports.
- (ix) Assist the PMU in the monitoring of the Grievance Redress System incorporated in the project as part of the Governance and Accountability Action Plan.
- (x) Any other issue related to the social aspects of the project.