



सत्यमेव जयते

Government of India
National Disaster Management Authority
NDMA Bhawan, A-1, Safdarjung Enclave,
New Delhi – 110029



NATIONAL CYCLONE RISK MITIGATION PROJECT (NCRMP)

Advertisement No. 1-20/2010-PMU(Vol.II) dated 30.6.2012

National Disaster Management Authority (NDMA) is implementing the National Cyclone Risk Mitigation Project (NCRMP) with assistance from the World Bank in coordination with the States of Andhra Pradesh and Orissa and the National Institute of Disaster Management, New Delhi. NDMA has set up the Project Management Unit (PMU) with its Office in New Delhi. NDMA invites applications from eligible persons for the post of **Deputy Project Director: (one post) (By Deputation) (Director level)** in the scale of pay of Rs. 37,400-67,000 plus Rs. 8,700/- (Grade Pay)

Applications for the above post may be addressed to **Under Secretary (Mitigation), NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi- 110 029** within 45 days from the date of publication of this advertisement in employment News. The applications of the persons who are already in the employment of Govt./Ministry/Depts./PSU/Autonomous Bodies etc may be forwarded through proper channel. The details of advertisement may be seen in the project website www.ncrmp.gov.in and NDMA's website www.ndma.gov.in

NATIONAL CYCLONE RISK MITIGATION PROJECT (NCRMP)

Advertisement No. 1-20/2010-PMU(Vol. II)

National Disaster Management Authority (NDMA) is implementing the NCRM Project with assistance from the World Bank in coordination with the States of Andhra Pradesh and Orissa and the National Institute of Disaster Management, New Delhi. NDMA has set up the Project Management Unit (PMU) at its Office in New Delhi. NDMA invites applications from eligible persons for the following post to be filled up on the basis of mode of recruitment indicated:

1. **Deputy Project Director: (one post) (By Deputation) (Director level)**
in the scale of pay of Rs. 37,400-67,000 plus Rs. 8,700/- (Grade Pay)

Essential and minimum qualifications for the post

As the post is proposed to be filled by deputation no minimum qualification is prescribed. Officers of All India/Central Group 'A' organized Services holding analogous post or with 5 years service in Grade pay of Rs. 7600 or 10 years service in Grade pay of Rs. 6600.

Desired Experience for the post

Candidates having experience in Project Management of Externally Aided Projects and well conversant with the working of International lending organizations such as Asian Development Bank, World Bank, etc. will be given due weightage.

Duties and responsibilities of Deputy Project Director

- Reviewing documentation prior to submission to the Project Director for approval;
- Reviewing the project progress, coordinating with the States and NIDM, and taking corrective action;
- Liaising with the NIDM;
- Interacting and guiding the core team and support teams of PMU;
- Timely selection and appointment of consultants and contractors at the national level and ensuring quality and timely outputs from these agencies;
- Appointments of the internal auditors for audit at the national level, preparation of the annual Internal Audit plan, coordination of the internal audit efforts and review of the results of the internal audit; and overseeing that such internal audits also happen and outputs are delivered in time at the state levels;
- Ensuring that appropriate mechanisms have been established and followed for compliance with the operating rules and procedures for the NCRMP;
- Ensure that the project's disclosure requirements and Governance and Accountability Action Plan are complied with by the PMU, and approve the payments for 3rd parties.

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 not exceed five years.

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.

The terms and conditions as contained in the DOPT OM No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time will govern the deputation. Eligible persons may submit their applications accompanied by the Vigilance Clearance and photocopies of ACRs of the last five years, duly attested by an officer not below the rank of Under Secretary or equivalent. It may also be confirmed that in the event of selection for appointment, the officer concerned will be relieved of his duties immediately. Officer once selected will not be allowed to withdraw his/ her name. Applications which are not correctly filled in or not accompanied with the details as explained above will not be entertained and summarily rejected without further correspondence.

Applications for the above post may be addressed to **Under Secretary (Mitigation), NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi- 110 029** within 45 days from the date of publication of this advertisement in Employment News. However applications from the persons who are already in the employ of Govt./Ministry/Deptts./PSU/Autonomous Bodies etc. may be forwarded through proper channel along with photocopies of their ACRs for the last five years. Application of candidate if not received from the respective Government/Ministry/Department strictly within the stipulated period of 45 days from the date of publication of this advertisement, will be outrightly rejected and shall not be considered for the above post.

**APPLICATION FOR THE POST OF Deputy Project Director
(ON DEPUTATION)**

Bio-Data Proforma

1. Name and Address in Block letters : _____

2. Date of Birth (in Christian era) : _____

3. Date of retirement under Central/
State Government rules : _____

4. Service to which belong-----

5. Educational Qualifications : _____

6. Whether Educational and other Qualifications required for the post are Satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

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

(Add additional sheet if necessary)

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

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

Office/instit./ Orgn.	Post held	From	To	Scale of Pay and basic pay	Nature of duties

9. Nature of present employment, ie.,
ad hoc or temporary or permanent _____

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

(a) The date of initial appointment : _____

(b) Period of appointment on deputation/ Contract _____

(c) Name of the parent office/organization to
which you belong : _____

11. Additional details about present employment: _____

Please state whether working under:-

(a) Central Government _____

(b) State Government _____

(c) Autonomous organizations _____

(d) Government Undertakings _____

(e) Universities _____

12. Are you in Revised Scale of Pay? If yes, give the date
from which the revision took place and also indicate the
pre-revised scale: _____

13. Total emoluments as per month now drawn : _____

14. 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: _____

15. Whether belongs to SC/ST:

16 .Remarks : _____

Signature of the
Candidate

Date : _____

Countersigned: _____
(Employer)

Address _____

Tel./Mobile No.

E-mail