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F. No. 45-30/2018-NDM-II
Government of India
Ministry of Home Affairs
(DM Division)
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'C' wing, 3rd Floor, NDCC-II,
Jai Singh Road, New Delhi - 01.
Dated 21.12.2018

To,

- 27-12-18
1. The Secretaries of Ministries/Departments of Government of India
 2. The Chief Secretaries of all the State Governments
 3. Relief Commissioners of all States/SDMAs of all States
 4. Vice Chancellors of all Central /State Universities
 5. Directors of all autonomous/Statutory organizations/Institute
 6. DGCD/NDMA/NIDM/NDRF

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Subject: Filling up the post of Executive Director, National Institute of Disaster Management (NIDM).

Sir/Madam,

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This is regarding filling up the post of Executive Director, National Institute of Disaster Management (NIDM) under Ministry of Home Affairs on deputation basis. Applications were invited for the post vide circular/notice No. 45-29/2018-NDM-II dated 22.11.2018 (copy enclosed). The last date for receiving the application was 21.11.2018.

2. It has been decided to extend the last date for submission of application till 07.01.2019.

3. This may be brought to the notice of all concerned and application(s) of the eligible candidate(s) may please be forwarded accordingly.

Encl. As above.

Services-II Branch
Diary No. 63359
Date 28/12/18

Yours faithfully

BK Biswas

(B.K. Biswas)
Under Secretary to the Govt. of India
Tele: 23438177

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Dated 22.11.2018

Government of India
Ministry of Home Affairs
Disaster Management Division
C Wing, 3rd Floor, NDCC II Tower
Jai Singh Road, New Delhi -01

Subject:- Applications invited for the post of Executive Director, NIDM-reg.

The Post of ED, NIDM is proposed to be filled up on regular basis on deputation. Accordingly, applications from eligible persons are invited for the post of Executive Director in National Institute of Disaster Management (NIDM), an Institute constituted under Disaster Management Act, 2005 on deputation (including short term contract) basis in the pre-revised scale of pay Rs. 37,400- 67,000 plus Grade pay of Rs. 10,000/- (Level 14 as per pay matrix of 7th CPC).

Job requirements: National Institute of Disaster Management vide Section 42(8) of the Disaster Management Act, 2005, is responsible for planning and promoting training and research in the area of disaster management, documentation and development of national level information base relating to disaster management policies, prevention mechanisms and mitigation measures. The Executive Director is responsible for implementation of the decisions of the institute, its governing body and the broad policies and guidelines of the National Disaster Management Authority and to perform such other functions as may be assigned by the Central Government. He/She shall be in charge of the administration of the institute and functions as Head of the Department.

Eligibility:

From amongst officers of the Central Government or the State Governments or Union Territories or Statutory or Autonomous bodies or Universities or Institutes fully funded by the Central Government or State Government -

- (a) Holding analogous post on regular basis in the parent cadre or department; and
- (b) Possessing the following educational qualifications and experience except in the case of candidates from All India Services.

Essential:

- (i) Eighteen years administrative and academic experience in the Central Government or the State Governments or Union territories or Statutory or Autonomous bodies or Universities or Institutes fully funded by the Central Government or State Government with at least five years of holding an administrative/statutory or managerial position.

(ii) Master's Degree in any subject.

(iii) Knowledge and experience of not less than five years in fields related to disaster management.

Desirable :

Ph.D or M.Phil. in any subject related to disaster management.

Note 1: Period of deputation shall ordinarily be for five years extendable upto seven years. However, the 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 seven years.

Note 2: The maximum age limit for appointment by deputation (including Short Term Contract) shall be 56 years as on the 1st July, 2018.

Eligible persons may submit their applications through proper channel accompanied by the vigilance clearance and photocopies of ACRs for last 5 years duly attested by the officer not below the rank of Under Secretary to the Government of India 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.

Application along with the above documents in the prescribed proforma (Annexure I) for the above post may be forwarded through proper channel to Under Secretary DM-II, Disaster Management Division, 3rd Floor, NDCC II Tower, Jai Singh Road, New Delhi-110001 latest by 21/12/2018. Applicants may send an advance copy to the above address/email at bk.biswas65@nic.in.



(S.K.Rai)

Director (DM)

Tel.no.23438123

To,

1. The Secretaries of Ministries/Departments of Government of India
2. The Chief Secretaries of all the State Governments
3. Relief commissioners of all States/SDMA of all States
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Proforma:

Annexure-I

- (1) Name and Address in Block Letters:
- (2) Date of Birth (in Christian Era):
- (3) i. Present Post Held:
 - ii) Name of the Organisation where posted:
 - iii) Date of entry into regular service:
 - iv) Date of Superannuation:
- (4) Educational Qualifications:
- (5) 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 as mentioned in the advertisement/ vacancy circular	Qualifications/Experience possessed by the Officer
Essential a) Qualification } * b) Experience } (i) Eighteen years administrative and academic experience in the Central Government or the State Governments or Union territories or Statutory or Autonomous bodies or Universities or Institutes fully funded by the Central Government or State Government with at least five years of holding an administrative/statutory or managerial position. (ii) Master's Degree in any subject. (iii) Knowledge and experience of not less than five years in fields related to disaster management.	Essential a) Qualification b) Experience
Desirable a) Qualification } @ b) Experience } @ Ph.D or M.Phil. in any subject	Desirable a) Qualification b) Experience