

(Ministry of Home Affairs, GOI)

4th Floor, 'A' Wing, NDCC-II Building, Jai Singh Road, New Delhi-110001.

NIDM/Admin/129(A)/2016 Date: 18.10.2019

To,

- The Secretaries of Ministries/Departments of Government of India
- Chief Secretaries of State Governments/Union Territories
- Relief Commissioners of all States/SDMA of all States
- MHA/NDMA/NDRF/DGCD

Subject: Filling up of one post of Professor in National Institute of Disaster Management, Southern Campus, Andhra Pradesh

Madam/Sir,

The National Institute of Disaster Management require the services of suitable officers for filling up one post of Professors at its Southern Campus at NH-16, Acharya Nagarjuna University Campus, Nagarjuna Nagar, Guntur, Andhra Pradesh on deputation (including short term contract) basis.

2. This post is classified as Group 'A' post in the pre-revised scale of pay Rs. 37400 - 67000 plus Grade Pay of Rs. 10000 (Level 14 as per pay matrix of 7th CPC).

3. The grades from which deputation (including short term contract) to the post of Professor is to be made is as under:

From amongst the officers or employees of the Central Government or State Government or Union Territories or Statutory or Autonomous Bodies or Universities or Institute fully funded by the Central Government or State Government holding analogous post on regular basis in the parent cadre or department; or Associate Professor with eight years of service in the Grade on regular basis and having the following qualifications:

(i) Essential qualification:

- (a). Master's Degree in Social Sciences / Environmental / Earth Science / Engineering / Disaster Management or allied subjects with at least 55% of the marks or its equivalent grade; and
- (b). Ph.D with a consistently good academic record; and
- (c). Published work of high quality, actively engaged in research and training with evidence of published work with a minimum of 10 publications as books and or research or policy papers in indexed or International Standard Book Number/ International Standard Serial Number numbered journals and as International Standard Book Number/International Standard Serial Number numbered books;
- (d). A minimum ten years' experience in Post Graduate teaching or training and research at the University or National level Institution.
- (e). Contribution to innovation in training or education, design of new curriculum and courses, developing training modules and technology.

(ii) Desirable qualification:

(a). Experience of guiding candidates for research at Doctoral level.

(b). An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned or allied or relevant discipline, to be substantiated by credentials.

Note 1: Period of deputation shall ordinarily be for three years extendable upto five 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 five years.

Note 2: The maximum age limit for appointment by deputation shall be 56 years as on 1st July of the year of advertisement.

Note 3: The crucial date for deciding the age limit shall be 1st July of the year of advertisement.

4. A copy of the existing Recruitment Rules for the post of Professor in NIDM under the Ministry of Home Affairs is enclosed.

5. Officers who volunteer and are sponsored by their Ministry/Department/State Government/UTs Administration etc. for the post will not be permitted to withdraw their names later.

6. It is requested to give wide circulation to this vacancy among all Statutory/Autonomous organizations/Universities or Institutes, fully funded by the Central Government or State Governments, under your administrative control. The nominations of eligible officers alongwith their applications (in duplicate) duly countersigned by the competent authority in the enclosed proforma alongwith Annual Confidential Reports/APARs in original or their attested copies duly attested with rubber stamp on each page by an officer not below the rank of Under Secretary for the last five years of the officer, who could be spared immediately in the event of his selection, may be sent to The Executive Director, National Institute of Disaster Management (Ministry of Home Affairs), A wing, 4th Floor, NDCC-II Building, Jai Singh Road, New Delhi1-110001 within 45 days of date of issue of this circular. While forwarding the names, an integrity certificate and a certificate that no disciplinary action/proceedings, vigilance case is either pending or being contemplated against the officer may also be attached. Applicants may send an advance copy to the above address/ email at admofficer.nidm@nic.in.

7. Applications received after the last date or application incomplete in any respect or those not accompanied by the document/information mentioned in para 6 above will not be considered. The cadre authorities may ascertain that the particulars sent by the officer are correct as per their service record.

Yours faithfully

Encl: As above.

(Surendra Thakur) 2019

Consultant & I/C (HR & Admin)

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3. Professor	3 (Three)* *Subject to variation dependent on workload	Group 'A'	Pay Band 4 Rs. 37400- 67000 plus Grade Pay of Rs.10000	Not applicable	Not exceeding 55 years. Note : The crucial date for deciding the age limit shall be 1^{st} July of the year of advertisement.	
	(7)	(8)	(9)	(10)	(11)	
Sciences / Envi Science / Engin Management o with at least 55%	Degree in Social ronmental / Earth neering / Disaster r allied subjects % of the marks or	Yes	One year for direct recruits	50% by promotion and 50% by deputation (Including Short-Term Contract) failing which by direct recruitment.	By Promotion: With eight years of service in the grade on regular basis and fulfilling the essential qualifications for the post as given in column (7).	
(ii) Ph.D wit	its equivalent grade; and(ii) Ph.D with a consistently				By deputation (Including Short-Term Contract):	
quality, active research and evidence of put a minimum of	work of high				From amongst the officers or employees of the Central Government or State Government or Union Territories or Statutory or Autonomous Bodies or Universities or Institute fully	

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papers in indexed or	funded by the Central
International Standard Book	Government or State
Number/ International Standard	Government holding
Serial Number numbered	analogous post on regular basis
journals and as International	in the parent cadre or
Standard Book Number/	department; or
International Standard Serial	Associate Professor with eight
Number numbered books;	years of service in the Grade
(iv) A minimum ten years'	on regular basis and having the
experience in Post Graduate	qualifications specified in
teaching or training and research	column (7)
at the University or National	
level Institution.	Note 1: Period of deputation shall ordinarily be for three
(v) Contribution to innovation in	years extendable upto five
training or education, design of	years. However, the period of
new curriculum and courses,	deputation including period of
developing training modules and	deputation in another ex-cadre
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Desirable qualification:	the same or some other
(i) Experience of guiding	organization or department of
candidates for research at	the Central Government shall
Doctoral level.	not exceed five years.
(ii) An outstanding professional,	
with established reputation in the	Note 2: The maximum age-
relevant field, who has made	limit for appointment by
significant contributions to the	deputation shall be 56 years as
knowledge in the concerned or	on 1 st July of the year of
allied or relevant discipline, to be	advertisement.
substantiated by credentials.	Note 3 : The crucial date for
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	1 st July of the year of
	advertisement.

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Copy of complete National Institute of Disaster Management Service Rules is available at https://nidm.gov.in/PDF/laws/NIDMServiceRuleGazette_081014.pdf

Proforma:

- (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	Qualifications / Experience
mentioned in the advertisement / vacancy	possessed by the officer
circular	
From amongst the officers or employees of	Essential
the Central Government or State Government	(a) Qualification
or Union Territories or Statutory or	(b) Experience
Autonomous Bodies or Universities or Institute	
fully funded by the Central Government or	
State Government holding analogous post on	
regular basis in the parent cadre or	
department; or Associate Professor with eight	
years of service in the Grade on regular basis	
and having the following qualifications:	
Essential qualification:	
(a).Master's Degree in Social Sciences /	
Environmental / Earth Science /	
Engineering / Disaster Management or	
allied subjects with at least 55% of the	
marks or its equivalent grade; and	
(b).Ph.D with a consistently good	
academic record; and	
(c).Published work of high quality, actively	

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discipline, to be substantiated by	5	
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credentials	discipline, to be substantiated by	
Credentials.	credentials.	

(Add Additional Sheet if necessary)

(6)	Please state clearly whether in the	
	light of entries made by you above,	
	you meet the requisite essential	
	qualifications and work experience 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/ Post Held From	То	* Pay Band	Nature of
------------------------	----	------------	-----------

Institution	on regular		and Grade	duties (in
	basis		Pay / Pay	detail)
			Scale of	highlighting
			the post	experience
			held on	required for
			regular	the post
			basis	applied for

* Important: Pay-Band and Grade Pay granted under ACP/ MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/ MACP Scheme	From	То

- (8) Nature of present employment (i.e. Adhoc or temporary or quasi permanent or permanent)
- (9) In case the present employment is held on deputation / contract basis, please state:

Date of Initial	Period of	Name of the	Name of the post
appointment	appointment on	parent office/	and pay of the
	deputation /	organization to	post held in
	contract	which the	substantive
		applicant belongs	capacity in the
			present
			organization

(10) If any post held on deputation by the	
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application in the past, date of return
form the last deputation and other
details.

- (11) Additional details about present employment:
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organization
 - (d) Government undertaking
 - (e) Universities
 - (f) Others
- (12) Are you in the 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 per month now drawn

Basic pay in the pay Band	Grade Pay	Total Emoluments

(14) In case the applicant belongs to an organization which is not following the Central Government pay scales, the latest salary slip issued by the organization showing the following details may be enclosed:-

Basic Pay with scale of pay	Dearness Pay/ interim	Total emoluments
and rate of increment	relief/ other allowances	
	(with break-up details)	

(15) Additional Information, if any, relevant to the post you applied for in support of your suitability for the post (Additional Academic qualifications professional training, work experience over and above prescribed in the Vacancy Circular/ Advertisement).

(16)	Achievements:	
	The Candidates are requested to	
	indicate information with regard to :	
	(i) Research publication and	
	reports and special projects.	
	(ii) Awards/ Scholarships / Official	
	appreciation	
	(iii) Affiliation with the professional	
	bodies/ institutions / societies	
	(iv) Patents registered in own	
	name or achieved for the	
	organization	
	(v) Any research / innovative	
	measure involving official	
	recognition and;	
	(vi) Any other information	

(17) Whether belongs to SC/ST.

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the candidate Name:

Office Address: _____

Telephone/Fax/Email:_____

Date:

Certification by the Employer/Cadre Controlling Authority

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possess educational qualifications and experience mentioned in the vacancy circular. If selected, he / she will be relieved immediately.

Also certified that:-

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Kum.____
- (ii) His/ Her integrity is certified.
- (iii) His/ Her CR Dossier in original/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Government of India or above, are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years <u>or</u> a list of major/ minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned: (Employer/ Cadre Controlling Authority) Name in Block Letters: Designation: Office Seal: Email: