



**STATE EMERGENCY OPERATIONS CENTRE
KERALA STATE DISASTER MANAGEMENT AUTHORITY**

Department of Disaster Management, Government of Kerala

ILDm, PTP Nagar, Thiruvananthapuram, Kerala – 695038. Email: seoc.gok@gmail.com; Tel/Fax: 0471-2364424

Website: www.disasterlesskerala.org

Advertisement

Applications are invited from qualified candidates for the post of Hazard Analyst in various District Emergency Operations Centres. Interested and eligible candidates may apply for the post based on the qualifications given below within the stipulated time period.

Post No	Post	No. of vacancies	Salary/month/head	Mandatory qualifications	Experience	Age as on July 2017*
1 to 10 /2017	Hazard Analyst (Scientific post - on contract)	10 (1 each at Thiruvananthapuram, Pathanamthitta, Alappuzha, Kottayam, Idukki, Thrissur, Palakkad, Malappuram, Kannur and Kasargod)	As recommended by the selection committee within the maximum limit of ₹40,000/month based on skills, qualifications and experience	M.Sc Earth/Environmental Sciences, M.Sc Meteorology, Atmospheric Sciences, Climate Change, Master in Public Health, M.Sc Disaster Management. PhD/M.Phil/MA/M.Sc Psychology or B.Tech Civil Engineering/Information Technology or M.Sc Computer Science with at least 70% overall score and minimum of 1 year	Minimum one (1) year experience in research/academic/extension work	25 to 30

*Relaxation of age limit will be as applicable to such contract posts in the Science and Technology institutions under Government of Kerala whereby age relaxation is applicable to SC/ST/OBC and other eligible category applicants.

- Candidates applying for Scientific Posts should send a well formatted computer word processed one page application letter in English explaining their suitability for the post and their research interests along with the application in the prescribed format and two academic reference letters from senior scientists or academicians under whom the applicant conducted research and/or studies. If need be, the appointing authority will contact the referees for verification

- Applications without covering letter will be rejected. The cover containing the application must prominently mention the post applied for in the format – *Application for the post of HAZARD ANALYST*
- The selection will be through an interview after an initial shortlisting to ensure compliance with the mandatory qualifications, desirable experience and age limit. Mere shortlisting is not an assurance of appointment
- Shortlisted candidates will be informed by email/telephone call (*only via email or telephone call*; hence ensure that a working email and telephone number is provided) regarding the date of written test and personal interview
- The appointments will be on contract basis. The appointment will be for a period as approved by the Government.
- All types of canvassing for favouritism in selection will be considered offensive and legal action will be taken against those who attempt to do so
- Applications must reach the Head, State Emergency Operations Centre, Kerala State Disaster Management Authority, ILDM, PTP Nagar, Thiruvananthapuram - 695038 on or before 5th July 2017, 5 pm by post or personal submission. For telephonic enquiries contact 0471-2364424

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Thiruvananthapuram
Date: 14-06-2017

Sd/-
Head
State Emergency Operations Centre

APPLICATION FORM FOR THE POST OF TECHNICAL EXPERT
STATE EMERGENCY OPERATIONS CENTRE, KERALA STATE DISASTER MANAGEMENT AUTHORITY
DEPT. OF DISASTER MANAGEMENT, GOVT. OF KERALA
ILD M PTP NAGAR, THIRUVANANTHAPURAM – 695038
EMAIL: SEOC.GOK@GMAIL.COM; TEL/FAX: 0471-2364424

(TO BE FILLED IN CAPITAL LETTERS)

Post applied for : Post No: 1/2016

1. Name of the applicant :

2. Sex : Male Female

3. Date of birth & age :

4. Marital status : Unmarried Married

5. Religion & caste :

6. Father's name :

7. Nationality :

8. Educational qualifications* :

Name of exam	Discipline/Subject	Name of College/University	Year of passing	% of total marks

*To be filled from bachelors degree onwards only

9. Work experience :

Name of organization	Type of organization (Govt./PSU/Pvt)	Post held	From (Month & Year)	To (Month & Year)	Scale of pay	Job responsibilities

10. Training programmes/ :

Workshops/Conferences attended with details of paper presentation, if any

11. Extension/Research projects :

undertaken

12. List of publications, if any :

(with impact factor)

13. Correspondence address with :

Pin code, telephone number & email id

14. Permanent address with :

Pin code, telephone number & email id

15. Names and addresses of two referees with :

contact telephone & email id**

Note for candidates: If need be, the appointing authority will contact previous employees/referees for verification. Candidates should ensure that the email id & telephone numbers provided are in working condition. Norms of selection will be as per those applicable for contract posts in the Science and Technology institutions under Government of Kerala. Age relaxation is applicable to SC/ST/OBC and other eligible category applicants as per Govt. of Kerala norms. Eligibility for age relaxation should be proven by producing necessary certificates from competent authority. Candidates applying for Scientific Posts should send a well formatted computer word processed one page application letter in English explaining their suitability

for the post and their research interests along with the application in the prescribed format and two academic reference letters from senior scientists/academicians/NGO heads under whom the applicant conducted research, teaching, education and/or extension activities. Applications should reach this office on or before 5th July 2017, 5 pm via post or by personal submission to SEOC.

**Reference letters from the two referees should be enclosed along with the application. If need be, the appointing authority will contact the referees for verification. In case of referees from abroad or other states, the reference letters shall be sent to seoc.gok@gmail.com with the following filled in the subject title – *Name of Applicant, Post Applied for*

Declarations

I hereby declare that the above information is true and correct to the best of my knowledge. I fully understand that in the event of any information being found false or incorrect at any stage, my candidature for selection/appointment is liable to be cancelled/terminated and or appropriate action can be taken against me.

Date:

Signature of the candidate

Terms of Reference for the applicants to the post of Hazard Analyst

1. KSDMA functions under the provisions of the Disaster Management Act, 2005 (Central Act 53 of 2005) and Kerala State Disaster Management Rules, 2007.
2. The technical/scientific team of KSDMA needs to be multidisciplinary with in-depth knowledge in their respective domains and shall be individuals capable of multi-tasking
3. They shall be proficient in English, Malayalam and Hindi for closely interacting with National Disaster Management Authority and other International Agencies
4. They shall be capable of supporting State and District Disaster Management Authorities for the smooth functioning of SDMA, SEOC, DDMA and DEOCs
5. They will be assigned emergency time functions requiring 24 x 7 duties and inter-district assignments depending on need as ascertained by SEOC from time to time
6. The normal time functions that will be assigned to them includes, but is not limited to, support the respective District Disaster Management Authorities in preparing the District Disaster Management Plans, conduct of training and capacity building programmes, management and upkeep of District Emergency Operations Centre, support in formulating Departmental Disaster Management Plans at district level, conduct of mock drills, regular updating and upkeep of IDRN, evaluate departmental annual plans and identify projects that has disaster risk reduction potential and advice DDMA/SDMA on streamlining those projects under the overall goals laid in New Delhi Declaration 2016, ensure that the District Disaster Management Plans are in line with State Disaster Management Plan
7. In addition to the above roles, the individuals are expected to contribute towards various activities undertaken by Office of KSDM and SEOC, depending on their respective domain skill sets which may include undertaking specialised responsibilities related to projects undertaken by at the state level and the upkeep of the internal decision support system of SEOC
8. The interview board will be deciding on the specific normal time and emergency time functions suitable for the candidates