

M-11012/9/2024-O/o ADLog-DM\_ANAdmn/  
DIRECTORATE OF DISASTER MANAGEMENT  
A & N Administration

\*\*\*\*\*

Sri Vijaya Puram, dated 18.03.2025.

**VACANCY NOTICE**

**Hiring of State Consultant (HRVA) on Contract basis in the Directorate of Disaster Management**

The Directorate of Disaster Management, Andaman & Nicobar Administration intends to engage 01 (One) State Consultant (HRVA) purely on contract basis for a period of 11 months for assisting and supporting the UT Administration of A&N Islands in taking measures for Hazard Risk vulnerability Assessment at UT level and to assist UT DMA in their work and responsibility and running State Emergency Operation Center.. The selected candidate will be paid consolidated remuneration of Rs. 60,000/- (Sixty Thousand) per month. The Candidates who wish to be considered for the post on contract basis should have PhD in Seismology/ Geography/ Disaster Management with minimum 02 years' experience in the field of Seismology/ Disaster Management.

The eligible candidates may send/submit their duly filled application/Curriculum vitae (CV) in the prescribed format as per the Terms of References available in the website of [andaman.gov.in](http://andaman.gov.in) for hiring of State Consultant (HRVA) on or before **05.03.2025** through email- [ddm.and@nic.in](mailto:ddm.and@nic.in).

**Director (DM)**

## TERMS OF REFERENCE

### State Consultant (HRVA) (Disaster Management)

#### 1. Category, Qualification, Experience etc.:

1.	Discipline	Disaster Management
2.	Name of the post	State Consultant HRVA (purely on contract basis)
3.	Educational Qualification	PhD in Seismology/ Geography/ Disaster Management
4.	Experience	<ul style="list-style-type: none"><li>• 02 years experience in the field of Seismology/ Disaster Management</li></ul>
5.	Age Limit	The maximum age limit will be 45 years.
6.	Duration	a. For a period of 11 months. b. The Consultant can be removed at any time or the Consultant can also resign from the assignment by giving one month's notice to the competent authority. If the performance of the State Consultant is not satisfactory,
7.	Remuneration	60,000/- (Sixty Thousand) per month (consolidated)
8.	Reporting Mechanism	State Consultant shall report to the Director (DM).
9.	Deliverables/ Outcomes	<ul style="list-style-type: none"><li>• Facilitation of the Structural safety audit work of the critical Lifeline buildings by state and central governments.</li><li>• Mainstreaming and promotion of Earthquake Retrofitting techniques.</li><li>• Providing support in the formulation of the Earthquake/Multi- hazard disaster risk index.</li><li>• Scenario development for a historical earthquake.</li><li>• Liaise with various stakeholders, line ministries, and concerned Government Departments.</li><li>• Review State &amp; District DM Plans as per the domain expertise.</li><li>• Preparation of Schemes/ Projects related to the earthquake and disaster management.</li><li>• Enhancing capacity development /Awareness Level development to the grass-root level of the country.</li><li>• Assist in establishing proper Techno-Legal Regime in the state.</li><li>• Compiling and timely furnishing of data and information to UTDMA/DDM and other higher authorities on disaster aspects.</li><li>• Any other work to be assigned as per requirement, by senior officers of the Department.</li></ul>

## 2. General Conditions:

- a. Candidates will have to submit self-attested copies as proof of details furnished in their application/resume alongwith 02 recent passport size photos duly self-attested.
- b. Application/resume received after the due date, unsigned applications, applications where the post number is not filled in/not filled in correctly and applications incomplete in any respect will not be considered.
- c. The maximum age limit will be 45 years as on closing date of submission of application.
- d. Canvassing in any form will be a disqualification.
- e. 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.
- f. The applications/resume must be sent in neatly typed-out form in A-4 size paper.
- g. On selection of the candidate shall have to serve in any part of Andaman and Nicobar Islands, where this Department is having its jurisdiction.
- h. The date / venue of Interview will be published in the website: [andaman.gov.in](http://andaman.gov.in), The Daily Telegrams and announced through All India Radio, Sri Vijaya Puram. No individual call letters will be sent to the candidates.
- i. The candidates must bring their original certificates for verification on the day of personal interview.
- j. No TA or DA will be paid to the candidates for attending the selection process or personal interview.
- k. Interested qualified persons may send their application/resume on or before **05.03.2025** through email- [ddm.and@nic.in](mailto:ddm.and@nic.in).

### Address of Communication:-

The Director (Disaster Management),  
Aapda Prabandhan Bhawan  
Andaman & Nicobar Administration,  
Link Road, Goalghar,  
Sri Vijaya Puram, A&N Islands – 744101

**Director (DM)**

**Resume  
(Format of Application)**

**To,  
The Director,  
Directorate of Disaster Management,  
Aapda Prabandhan Bhawan  
A&N Administration,  
Link Road, Goalghar,  
Port Blair.**

Recent Passport size photograph
--

**Applied for the post:** State Consultant (HRVA) in the Directorate of Disaster Management purely on contract basis

(i)	Name (IN BLOCK LETTERS)				
(ii)	Father's/Husband's Name				
(iii)	Sex (Male/Female)				
(iv)	a) Date of Birth (Proof to be enclosed)				
	b) Age (as on .....)				
(v)	Nationality				
(vi)	Educational Qualification (Proof to be enclosed)	Qualification	Board/Univ.	Certificate No.	Year of Passing
		i)			
		ii)			
		iii)			
(vii)	Details of Experience (proof to be enclosed)	No. of Years ..... Months .....			
(viii)	Postal address for communication with Mobile No. & email address				
(ix)	Any other relevant information				

**Declaration**

I do hereby declare that the particulars furnished by me are correct and nothing has been concealed. If information furnished above is found to be false at any stage, my candidature/selection for the above mentioned post is liable to be cancelled.

Place:  
Date:

Signature of the candidate  
(Name: .....)