



F.No. 01-37/2023-Admn  
Government of India

**National Disaster Management Authority**  
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi -110 029  
Tel. No. 26701700



Advertisement for the position of Lead Consultant (Mock Exercises & Incident Response System), Senior Consultant (Mock Exercises Critical Infrastructure and Key Installations) and Senior Consultant (Operations) in National Disaster Management Authority (NDMA) on contract basis.  
NDMA invites applications from Indian national having requisite qualification and experience for following position: -

Sl. No.	Name of Position	Post in Nature	Number of Vacancy	Educational Qualification	Post Qualification Experience	Max. Age Limit
1.	Lead Consultant (Mock Exercises & Incident Response System)	Contractual	01 (One)	<b>Essential:</b> Master's Degree in Disaster Management. <b>Desirable:</b> - M.Phil or Ph.D in Disaster Management. <b>For Retired Government employees</b> <b>Essential:</b> - Retired Government employee with Grade Pay of Rs. 10,000 (pre-revised)/Level-14 (7th CPC) and above with 10 year experience in the relevant field in India Army, Indian Air Force, Indian Navy, Indian Coast Guard or Marine Police. Candidates with experience in handling disaster situations would be preferred.	<b>Essential:</b> • Minimum 10 years post qualification experience, in response and relief operations during disasters, coordinating and managing first responders and DM related training both at policy and field level. <b>Desirable:-</b> • Course Coordinator/ Instructional abilities. • Knowledge of international best practices in disaster management. • Experience of preparing guidelines, manuals and SOPs. • Experience of conducting workshops and seminars at Central and State Government level.	62 years for Lead Consultant (retired Govt. employee, maximum age limit is 62 years)
2.	Senior Consultant (Mock Exercises Critical Infrastructure and Key Installations)	Contractual	02 (Two)	<b>Essential:</b> - Master's Degree in Disaster Management. <b>Desirable</b> :- M.Phil or Ph.D in Disaster Management. <b>For Retired Government employees</b> <b>Essential:</b> - Retired Government employee with Grade Pay of Rs.8700 (pre-revised) / Level - 13 (7th CPC) and above with experience in India Army, Indian Air Force, Indian Navy, Indian Coast Guard or Marine Police or in the relevant field. Candidates with experience in handling disaster situations would be preferred.	<b>Essential:</b> - • Minimum 05 years post qualification experience, in response and relief operations during disasters, coordinating and managing first responders and DM related training both at policy and field level. <b>Desirable:-</b> • Course Coordinator/ Instructional abilities. • Knowledge of international best practices in disaster management. • Experience of preparing guidelines, manuals and SOPs. • Experience of conducting workshops and seminars at Central and State Government level.	50 years for Senior Consultant (retired Govt. employee, maximum age limit is 62 years).
3.	Senior Consultant (Operations)	Contractual	01 (One)	<b>Essential :-</b> Master's Degree in Disaster Management. <b>For Retired Government employees</b> <b>Essential:</b> - Retired Government employee with Grade Pay of Rs.8700 (pre-revised) / Level - 13 (7th CPC) and above with experience in the relevant field.	<b>Essential:-</b> • Minimum 05 years post qualification experience in the field of Disaster Management. <b>Desirable :-</b> • Knowledge of Disaster Management Framework in the country. • Experience of working with Ministries / Govt. departments. • Knowledge of international best practices in disaster management. • Experience of preparing guidelines, manuals and SOPs. • Experience of conducting workshops and seminars at Central and State Government level.	50 years for Senior Consultant (retired Govt. employee, maximum age limit is 62 years).

2. Remuneration Band: Rs. 2,00,000 - 2,50,000/- per month for Lead Consultant & Rs. 1,25,000 - 1,75,000/- per month for Senior Consultant, Remuneration in respect of retired Government employee engaged as a Consultant shall be regulated as per Ministry of Finance, Department of Expenditure O.M. No. 3-25/2020-E.III.A dated 09th December, 2020.

3. The detailed terms and conditions and eligibility criteria (educational qualifications, age, experience etc.) for engagement of above position are indicated in the Term of References (ToR) and may be seen on NDMA website at <http://ndma.gov.in>.

4. Essential /desirable educational qualifications and experiences will be verified with original certificates.

5. Interested individuals may apply for the position online through NDMA website within 20 days from the date of publication of advertisement on NDMA website.

6. Applications will be considered only once applicants apply through NDMA job portal (<http://ndma.gov.in>). No other means of application will be considered. For any assistance to apply online, kindly call @ 9958136496/ 9873997934.

Important note: Incomplete application will not be considered and NDMA reserves the right to reject such applications without assigning any reason.