

**National Institute of Disaster Management**  
(Ministry of Home Affairs, Govt. of India)  
Plot No-15, Pocket-3, Block-B, Sector-29, Rohini, Delhi-110042

**EMPLOYMENT NOTICE**

**Advt. No.: 1/DR/2023**

**Date: 08.12.2023**

The National Institute of Disaster Management (NIDM) was constituted under an Act of Parliament with a vision to play the role of a premier institute for capacity development in the area of Disaster Management in India and the region.

There are two campuses of NIDM one at Delhi (Delhi Campus) and other at Andhra Pradesh (Southern Campus). Delhi Campus is located at Plot No. 15, Pocket- 13, Block -B, Sector-29, Rohini, Delhi-110042. NIDM Southern Campus is located at Kondapavuluru Village, Gannavaram Mandal, Krishna District of Andhra Pradesh.

**Mandate of NIDM**

Section 42(9) of The Disaster Management Act, 2005 assigns the following specific functions to NIDM:

- (a) develop training modules, undertake research and documentation in disaster management and organise training programmes;
- (b) formulate and implement a comprehensive human resource development plan covering all aspects of disaster management;
- (c) provide assistance in national level policy formulation;
- (d) provide required assistance to the training and research institutes for development of training and research programmes for stakeholders including Government functionaries and undertake training of faculty members of the State level training institutes;
- (e) provide assistance to the State Governments and State training institutes in the formulation of State level policies, strategies, disaster management framework and any other assistance as may be required by the State Governments or State training institutes for capacity-building of stakeholders, Government including its functionaries, civil society members, corporate sector and people's elected representatives;
- (f) develop educational materials for disaster management including academic and professional courses;
- (g) promote awareness among stakeholders including college or school teachers and students, technical personnel and others associated with multi-hazard mitigation, preparedness and response measures;

- (h) undertake, organise and facilitate study courses, conferences, lectures, seminars within and outside the country to promote the aforesaid objects;
- (i) undertake and provide for publication of journals, research papers and books and establish and maintain libraries in furtherance of the aforesaid objects;
- (j) do all such other lawful things as are conducive or incidental to the attainment of the above objects; and
- (k) undertake any other function as may be assigned to it by the Central Government.

### **Recruitment in NIDM**

NIDM has entered into a tie up with Guru Gobind Singh Indraprastha University (GGSIPU) for conducting the process of recruitment for filling up the posts of **Assistant Professor**, **Librarian** and **Research Associate** on Direct Recruitment basis in NIDM. Accordingly, NIDM invites online applications through GGSIP University Portal.

### **Job Responsibilities/Duties of Assistant Professor, Librarian and Research Associate in NIDM**

The indicative job Responsibilities/Duties of the posts are as under:

<b>Assistant Professor</b>	<b>Librarian</b>	<b>Research Associate</b>
Develop Courses and Training Modules/Manuals.	Supervision and maintenance of Library including procurement of books, newspapers, magazines, journals etc.	Develop Courses and Training Modules/Manuals, undertake research.
Compile reading materials.	Strategic linking, liaison with other Libraries.	Compile reading materials.
Coordinate the training courses, call nominations, identify resource persons etc. for conducting training programmes.	To assist in publication of Annual Report, Training Modules, Books, Journals, Newsletters of NIDM.	Coordinate the training courses, call nominations, identify resource persons etc. for conducting training programmes.
Conduct evaluation of the courses.		Conduct evaluation of the courses.
Visit disaster affected areas for field assessment.		Visit disaster affected areas for field assessment.
Documenting disaster events.		Documenting disaster events.
Take part in training and other activities of the Institute.		Take part in training and other activities of the Institute.

## Vacancy details

The vacancy details of the three posts are given below:

Sl. No.	Name and Classification of the posts	Group	Number of posts			Category			
			Delhi Campus	Southern Campus	Total	UR	OBC	SC	EWS
1.	Assistant Professor	A	4	3	7	03	02	01	01
2.	Research Associate	B	4	---	4	01	---	02	01
3.	Librarian	B	---	1	1	01	---	---	----

## Qualifications, Age and Pay Band

The details of qualifications, age and pay band are given below:

Sl. No.	Name of the posts	Educational and other qualifications		Age	Pay Band
		Essential	Desirable		
1.	Assistant Professor	Masters Degree with 55% marks in Social Sciences/ Environmental/ Earth Science/ Engineering/ Disaster Management or allied subjects with at least 55% of the marks or its equivalent in Masters Degree with consistent good academic record.	M.Phil or Ph.D. in the concerned or allied disciplines.  Contribution to innovation educational, design of new curricula and courses, developing training modules, and technology-mediated teaching learning process.	35 years as on 1 <sup>st</sup> July of the year in which the advertisement is issued.  Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Government.	Pay Band 3 Rs.15600-39100 plus Grade Pay of Rs.5400 (Pre-revised)  (Pay Level 10 in 7 <sup>th</sup> CPC)
2.	Research Associate	(i) A Master Degree in Economics/ Physiology/ Psychology/ Sociology/ Mathematics/ Political Science/ Public	Ph.D./ M. Phil in the relevant discipline.	30 years (for SC/ST 35 years and for OBC 33 years)  (Relaxable for Government	Pay Band -2 Rs.9300 – 34800 plus Grade Pay of Rs.4200 (Pre-revised)

		Administration/ Law/ Bio Informatics/ IT/ Earth Sciences/ Environmental Sciences/Urban Planning and Land Use, the relevant field with at least 55% marks or equivalent grading.  (ii) Two years research experience in the relevant field.		Servants upto 5 years in accordance with the instructions or orders issued by the Central Government).	(Pay Level 6 in 7 <sup>th</sup> CPC)
3.	Librarian	(i) Bachelors Degree in Library Science from a recognized University or Institute.  (ii) Proficiency in Computer Application in library functioning.  (iii) Minimum two years of experience in library operation.	-----	30 years (for SC/ST 35 years and for OBC 33 years)  (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government).	Pay Band -2 Rs.9300 – 34800 plus Grade Pay of Rs.4600 (Pre-revised)  (Pay Level 7 in 7 <sup>th</sup> CPC)

#### **NOTE**

- (i) UR: Unreserved, SC: Schedule Caste, ST: Schedule Tribe, OBC: Other Backward Classes, EWS: Economically Weaker Section.
- (ii) The number of vacancies may change without any notice.
- (iii) The crucial date for deciding the age limit shall be 1<sup>st</sup> July of the year of advertisement.
- (iv) Reservation for the posts of Assistant Professor, Librarian and Research Associate are as per the extant policies of Govt. of India.

#### **Application**

- (i) The last date to fill-up the online application form is thirty days from publication of the advertisement in the Employment News through online link <https://ipurec.samarth.edu.in> (for Assistant Professor) and <https://ipunt.samarth.edu.in> (for Research Associate and Librarian).

(ii) Application will be accepted only through online mode and, in any case, no physical application will be accepted.

(iii) Separate application alongwith separate fee should be filled/ paid in ONLINE MODE, if applying for more than one post.

### **Application Fees**

The requisite amount of fee is Rs.1000/- for UR/OBC candidates and Rs.500/- for SC/ ST/ EWS candidates, which will be paid by the candidates at the time of submission of online application.

### **Mode of Recruitment**

Shortlisted applicants shall be called for Written Test/ Personal Interaction. In case of small number of applicants, written examination will be held at various centres in Delhi only. In case of large number of applicants, written examination will be held at various centres in India.

### **Instructions**

- (i) The applicants must carefully read the attached “General Instructions and Guidelines”.
- (ii) Applicants are advised to go through the National Institute of Disaster Management Employees (Recruitment and Other Conditions of Service) Rules, 2014 available at [https://nidm.gov.in/PDF/laws/NIDMServiceRuleGazette\\_081014.pdf](https://nidm.gov.in/PDF/laws/NIDMServiceRuleGazette_081014.pdf) before applying for any post.
- (iii) For any query, please send an E mail on [sauits@ipu.ac.in](mailto:sauits@ipu.ac.in) or Phone No.011-25302746.

**Executive Director  
(NIDM)**

## **GENERAL INSTRUCTIONS AND GUIDELINES**

- (i) The Institute reserves the right to fill or not to fill any or all the posts advertised.
- (ii) The Institute reserves the right to shortlist the candidates by determining any criteria for Written Test/Personal Interaction.
- (iii) Scanned copies of all Educational Qualifications, Experience Certificates, Caste Certificate (in case claiming benefit of reservation and age relaxation) shall be uploaded alongwith the Application Form. An application, without the said documents, shall be rejected during the course of screening.
- (iv) Fulfilment of conditions of minimum qualification shall not necessarily entitle any applicant to be called for further process of recruitment. In case of large number of applicants, Institute reserves the right to short-list applicants, in any manner, as may be considered appropriate and no reason for rejection shall be communicated.
- (v) The persons already in employment in Government Departments/State Governments/Autonomous Bodies/Universities/Institutes under Central Government/State Governments should apply through proper channel and their Vigilance Clearance Certificate must be produced at the time of Personal Interaction.
- (vi) Canvassing in any form will be treated as disqualification.
- (vii) Employment of the Institute shall be governed by the existing rules and regulations, service conditions of the Institute, as amended from time to time.
- (viii) The Institute reserves the right to withdraw any or all post(s) at any time without assigning any reason. Any consequential vacancies arising at the time of Written Test/Personal Interaction may also be filled up from the available candidates.
- (ix) No documents will be accepted or considered by the Institute after submission of online application by the candidates and no subsequent request for its change will be considered or granted.
- (x) No TA/DA shall be payable to applicant for any journey performed for attending the written test/Personal Interaction.
- (xi) Any dispute with regard to this recruitment will be subject to the Courts/Tribunals having jurisdiction over Delhi.
- (xii) The link for online application form is available at <https://ipurec.samarth.edu.in> (for Assistant Professor) and <https://ipunt.samarth.edu.in> (for Research Associate and Librarian).
- (xiii) The last date for submission of online application is thirty days from publication of the advertisement in the Employment News.

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