



**STATE EMERGENCY OPERATIONS CENTRE
KERALA STATE DISASTER MANAGEMENT AUTHORITY
Department of Disaster Management, Government of Kerala**

Observatory Hills, Vikas Bhavan P.O, Thiruvananthapuram, Kerala – 695033. Email: seoc.gok@gmail.com; Tel/Fax: 0471-2364424
Website: www.sdma.kerala.gov.in

Advertisement – Walk-in Interview

Applications are invited from qualified candidates for the following posts in State/District Emergency Operations Centres. Interested and eligible candidates may appear for Walk-in Interview on **09-01-2020, 9:00 am**.

Post No	Post	No. of vacancies	Salary/month/head	Mandatory qualifications	Experience	Age as on 1-12-2019
007/2019	Architect	1	Category XI of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 43,155/month)	Post graduation in Architecture with 60% in qualifying exam	Minimum three (3) years experience in Architecture	25 to 40
008/2019	Urban Planner	1	Category IX of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 31,920/month)	Post graduation in Urban Planning/Regional Planning with 60% in qualifying exam	Minimum two (2) years experience in research/academics or planning projects	25 to 40
009/2019	Rural Development Specialist	1	Category IX of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 31,920/month)	Post graduation (MSW/MA/MPhil) in Rural Development passed with 60% aggregate score	Minimum two (2) years experience in research/academics or development projects	25 to 40
010/2019	Hydrologist	1	Category IX of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 31,920/month)	Post graduation in Water Resource Management or equivalent passed with 60% aggregate score	Minimum two (1) year experience in research/academics or implementation projects	25 to 40

011/2019	Agriculture Specialist	1	Category IX of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 31,920/month)	Post graduation in Agriculture passed with 60% aggregate score	Minimum two (1) year experience in research/academics or implementation projects	25 to 40
012/2019	GIS Specialist	2	Category VII of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 28,995/month)	Post Graduation in Earth Sciences/Environmental Science/Disaster Management passed with 60% aggregate score with GIS theory and practical course in post graduation syllabus or Post Graduation in Earth Sciences/Environmental Science/Disaster Management passed with 60% aggregate score with Post Graduate Diploma in GIS	Minimum two (2) years experience in GIS projects (with proof) in private, public or NGO sector	25 to 40
013/2019	GIS Technician	3	Category VI of GO (Ms) No. 81/19/Fin dated 9-07-2019 (Rs. 27,550/month)	Post Graduation in Earth Sciences/Environmental Science/Disaster Management passed with 60% aggregate score with GIS theory and practical course in post graduation syllabus or Post Graduation in Earth Sciences/Environmental Science/Disaster Management passed with 60% aggregate score with Post Graduate Diploma in GIS	Fresher's	22 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. 10% of marks relaxation will be applicable to SC/ST category applicants

- Candidates applying for the posts should bring 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 reference letters from peers under whom the applicant worked. If need be, the appointing authority will contact the referees for verification

- Applicants without computer word processed covering letter will not be interviewed
- The selection will be through a walk-in interview and/or test after an initial shortlisting to ensure compliance with the mandatory qualifications, desirable experience and age limit. Mere shortlisting is not an assurance of appointment. It will be the discretion of this authority to out rightly reject or accept any applications
- The appointments will be on contract basis. The appointment will be for a period of one year as approved by the Government
- All types of canvassing for favoritism in selection will be considered offensive and legal action will be taken against those who attempt to do so
- Applicants must reach the Kerala State Disaster Management Authority, Observatory Hills, Vikas Bhavan P.O, Thiruvananthapuram - 695033 on **9th January 2020, 9 am**. If the interview and selection process will not be completed on the same day it will be continued on the following day and until the last eligible candidate is interviewed.
- For telephonic enquiries contact 0471-2331345
- For detailed job description, please refer Annexures to this advertisement

This advertisement was published in the internet (sdma.kerala.gov.in) on 24-12-2019.

Thiruvananthapuram
Date: 24-12-2019

Sd/-
Head
State Emergency Operations Centre

APPLICATION FORM FOR THE POST OF _____
KERALA STATE DISASTER MANAGEMENT AUTHORITY
DEPT. OF DISASTER MANAGEMENT, GOVT. OF KERALA
OBSERVATORY HILLS, VIKAS BHAVAN P.O, THIRUVANANTHAPURAM – 695033
EMAIL: SEOC.GOK@GMAIL.COM; TEL/FAX: 0471-2331345

(TO BE FILLED IN CAPITAL LETTERS)

Post applied for : Post No: _____

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. Projects undertaken :

12. List of publications, if any :

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. SC/ST candidates must enclose self-attested proof of caste. Eligibility for relaxation of aggregate marks should be proven by producing necessary certificates from competent authority. Candidates applying for the Posts should bring 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 reference letters from senior scientists/academicians/NGO heads/officers under whom the applicant worked earlier. Applicants should reach this office on 9th January 2020, 9 am.

**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 Architect

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 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 state and outside state 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 SDMA in preparing the Local, District and State Disaster Management Plans, formulate and conduct training and capacity building programmes for barefoot engineers to build cost effective disaster resilient structures, support in formulating disaster resilient housing strategies, assimilate Indigenous Knowledge in safe housing, architectural design of cost effective transient shelters and multi-purpose shelters, support site specific investigation missions, advocate risk informed land use planning through IEC material development, and develop projects that has disaster risk reduction potential in the housing sector and advice DDMA/SDMA on streamlining those projects under the overall goals laid in New Delhi Declaration 2016.
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. In times of emergency, he/she will have to support the State EOC in undertaking emergency time functions as deemed appropriate by the Head, SEOC

Terms of Reference for the applicants to the post of Urban Planner

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 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 state and outside state 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 SDMA in preparing the Urban, District and State Disaster Management Plans, formulate and conduct training and capacity building programmes for urban planners in risk informed planning, develop best practices documents for disaster risk reduction in urban areas, support site specific investigation missions and develop projects that has disaster risk reduction potential in the urban sector and advice DDMA/SDMA on streamlining those projects under the overall goals laid in New Delhi Declaration 2016.
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. In times of emergency, he/she will have to support the State EOC in undertaking emergency time functions as deemed appropriate by the Head, SEOC

Terms of Reference for the applicants to the post of Rural Development Specialist

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 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 state and outside state 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 SDMA in preparing the Panchayath, District and State Disaster Management Plans, formulate and conduct training and capacity building programmes for panchayath officials in risk informed planning, support site specific investigation missions and develop projects that has disaster risk reduction potential in the rural sector and advice DDMA/SDMA on streamlining those projects under the overall goals laid in New Delhi Declaration 2016.
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. In times of emergency, he/she will have to support the State EOC in undertaking emergency time functions as deemed appropriate by the Head, SEOC

Terms of Reference for the applicants to the post of Hydrologist

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 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 will be assigned emergency time functions requiring 24 x 7 duties and state and outside state assignments depending on need as ascertained by SEOC from time to time
5. The normal time functions that will be assigned to them includes, but is not limited to, support SDMA in preparing the Local Government, District and State Disaster Management Plans, formulate and conduct training and capacity building programmes for virtual cadre officials of Water Resources Department, support site specific investigation missions and develop 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.
6. The hydrologist will prepare a catchment scale simple hydrology model for rapid inundation assessment for major catchments of Kerala
7. He/she will liaison with the Central Water Commission and the Water Resources Department in updating the flood hazard maps
8. He/she will support in collecting, compiling and collecting hydro-meteorological data for integration in the Decision Support System of the SEOC
9. He/she will advise and advocate the preparation of urban and riverine flood management plans with Urban Local Bodies, Central Water Commission and Water Resources Department
10. He/she will advise and advocate with the virtual cadre officers of Agriculture and Water Resources departments in preparing drought management plans
11. He/she will support KSDMA in the regional committee for flood mapping

Terms of Reference for the applicants to the post of Agriculture Specialist

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 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 will be assigned emergency time functions requiring 24 x 7 duties and state and outside state assignments depending on need as ascertained by SEOC from time to time
5. The normal time functions that will be assigned to them includes, but is not limited to, support SDMA in preparing the Local Government, District and State Disaster Management Plans, formulate and conduct training and capacity building programmes for virtual cadre officials of Agriculture Department, support site specific investigation missions and develop 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.
6. He/she will liaison with the Agriculture Department in updating the flood and drought management plans for the state from an agriculture perspective
7. He/she will support in collecting, compiling and collecting agriculture statistics for integration in the Decision Support System of the SEOC

Terms of Reference for the applicants to the post of GIS Specialist

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 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 will be assigned emergency time functions requiring 24 x 7 duties and state and outside state assignments depending on need as ascertained by SEOC from time to time
5. The normal time functions that will be assigned to them includes, but is not limited to, support SDMA in preparing the Local Government, District and State Disaster Management Plans by analysing and updating the Geodatabase of SDMA.
6. He/she will conduct various spatio-temporal analysis and prepare maps that are needed for the SEOC for hazard, vulnerability and risk assessment
7. He/she will support the sector specialists of KSDMA with geospatial analytical support for the preparation of various reports and plans.

Terms of Reference for the applicants to the post of GIS Technician

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 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 will be assigned emergency time functions requiring 24 x 7 duties and state and outside state assignments depending on need as ascertained by SEOC from time to time
5. The normal time functions that will be assigned to them includes, but is not limited to, support SDMA in preparing the Local Government, District and State Disaster Management Plans by constantly updating the Geodatabase of SDMA.
6. He/she will conduct various spatio-temporal analysis and prepare maps that are needed for the SEOC for hazard, vulnerability and risk assessment
7. He/she will support the GIS specialists of KSDMA with geospatial database preparation and daily upkeep.