

Gujarat Institute of Disaster Management, Raisan, Dist. Gandhinagar

Important Information for Application

Gujarat Institute of Disaster Management invites applications for the Academics/NonAcademics Posts on contract basis;

Sr. No.	Designation	No. of Post	Eligibility/ Qualification	Consolidated Remuneration
Academics Posts (Apply in Application Form : A)				
1.	Director (DM) (Age limit 62)	1	In the rank of at least Deputy Secretary/Addl. Collector Or On Contract <ul style="list-style-type: none"> • Ph.D. in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects and • At least Seven (07) years of experience in working with Institutes/Authorities working in the field of Disaster Management Or <ul style="list-style-type: none"> • Masters in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects • At least Ten (10) years of experience in working with Institutes/Authorities working in the field of Disaster Management 	Retired On Contract (For govt. Officer as per the Govt. Norms) On contract 1,00,000/- p.m.
2.	Prof./Asso. Prof. cum Sr.Programme Manager (Age limit 60)	2	<ul style="list-style-type: none"> • Ph.D. in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects • At least three (3) years of experience in working with Institutes/Authorities working in the field of Disaster Management Or <ul style="list-style-type: none"> • Masters in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects • At least seven (7) years of experience in working with Institutes/Authorities working in the field of Disaster Management 	Rs. 75,000/-p.m.
3.	Research Scientist Cum Programme Manager (Age limit 50)	1	<ul style="list-style-type: none"> • Ph.D. in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects, and • At least two (2) years of experience in working with Institutes/Authorities working in the field of Disaster Management Or <ul style="list-style-type: none"> • Masters in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects, and • At least five (5) years of experience in working with Institutes/Authorities working in the field of Disaster Management 	Rs. 60,000/- p.m.
4.	Training Specialist Cum Programme Manager (Age limit 40)	1	<ul style="list-style-type: none"> • Masters in Disaster Management, Geography, Environmental Science, Engineering, Social Sciences or allied subjects, and • At least three (3) years of experience in working with Institutes/Authorities working in the field of Disaster Management Or <ul style="list-style-type: none"> • Less than three years of experience 	Rs. 50,000/- p.m. Rs. 40,000/p.m.

Non Academics Posts (Apply in Application Form : B)				
5.	Sr. System and Documentation Manager (Age limit 45)	1	<ul style="list-style-type: none"> B.E. /B. Tech. (Electronics and Communication/ Computer Engineering/Information and Technology) with 5 years experience (Experience in e-Governance and Certificate in Cyber Crime Investigation or Cyber Security will be highly preferred) 	Rs.60,000/- p.m.
6.	Personnel Assistant (Age limit 65)	1	<ul style="list-style-type: none"> Graduate in any discipline with speed in English shorthand 120 wpm, speed in English typing 40 wpm; / Secretarial Course from Govt. Tech. Institute. with five years of relevant experience; basic knowledge of computers in essential 	Rs.30,000/- p.m.

- Working knowledge of Gujarati Language is desirable for all the above mentioned posts.
- Proficiency in Information and Communication Technology as relevant to disaster Risk Management (DRM) and Data Base Management (DBM) is highly desirable for all the above mentioned posts.
- Candidates with GIS and Remote Sensing Technology working knowledge would be preferred for all the above mentioned posts.
- The candidates with prior experience of working with the Authorities/ Institutes working in the field of Disaster Management would be preferred.
- For the post of Sr. No. **(1) Director (Disaster Management) (2) Prof./Asso. Prof. cum Sr. Programme Manager, (3) Research Scientist cum Programme Manager and (4) Training Specialist cum Programme Manager please downloaded and apply as per** Application form **(A)** and Sr. No. **(5) Sr. System & Documentation Manager (6) Personnel Assistant** please downloaded and apply as per application form **(B)** can be downloaded from the website www.gidm.in. Candidates will have to send the filled application form with his/her signature by Registered Post A.D./Speed Post of Indian Postal Service only. The copies of necessary documents should be enclosed with the application form and reach the GIDM office addressed to **Director General, Gujarat Institute of Disaster Management, B/h. Pandit Deendayal Petroleum University, Raisan village, Gandhinagar – 382007 before : 17/05/2018.**
- Envelop of the application must clearly state the post for which application is made.
- Separate application should be made if the candidate is applying for more than one position.
- The application form should be filled completely with NO blank spaces. If the section is not applicable to the candidate or information is missing, the applicant may write N.A. Applicants failing to provide complete information in the application form may be rejected.
- The candidates would be recruitment on a contract basis with initial probationary period of six months.
- Due to high volume of submissions, only shortlisted candidates will be contacted. They will be invited for the personal interview. The candidates invited for the interview will not be entitled for any allowance.
- The original certificates/ mark sheets must be produced at the time of interview.
- The decision of the recruitment committee shall be final.