



NATIONAL CYCLONE RISK MITIGATION PROJECT
STATE PROJECT IMPLEMENTATION UNIT
Institute of Land and Disaster Management, PTP Nagar
Thiruvananthapuram, Kerala - 695038



No. NCRMP/SPIU/001-1/2015

19/02/2021

NOTIFICATION

The State Project Implementation Unit (SPIU) of the National Cyclone Risk Mitigation Project (NCRMP) - Kerala invites applications from qualified and competent candidates for appointment to the following post **on contract basis** in the State. Interested candidates may apply via **ONLINE MODE ONLY** by filling the prescribed application form given in the website of KSDMA (www.sdma.kerala.gov.in) or Centre for Management Development (CMD), Thiruvananthapuram (www.cmdkerala.net). The details are given below. The online application submission link will open on **19/02/2021(6.00 P.M.)**. The last date for submitting online application is **12/03/2021(06:00 P.M.)**.

Note: Candidates will have to upload their updated Curriculum Vitae (CV), passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200 kB and the size of the signature should be less than 50 kB. The CV and the copies of certificates shall be either in JPEG format or in PDF format and each attachment shall not exceed 3MB in size.

DETAILS OF POST

The details regarding the qualification and experience required, number of vacancies, age limit and remuneration are given in the table below.

Sl. No.	Posts	No. of Vacancies	Consolidated Pay	Mandatory qualifications	Experience	Age as on 01/01/2021 (in years)
1.	Local Community Mobiliser Post Code: 001/2021	06 (Kannur, Malappuram, Thrissur, Ernakulam, Alappuzha, Kollam)	Category V of GO (P) No. 81/2019/Fin date 9- 7-2019, (Rs. 24,040/month)	Master of Social Work (MSW)/MA Sociology/MA Development Studies with at least 60% aggregate score	Minimum two (2) years of post-qualification experience in social/community mobilization projects. Preference shall be given to candidates who have exposure to disaster management related projects. Posting will be in any of the coastal districts in the State as decided by the Government/SPIU NCRMP.	25-35

Tentative Timeline

The tentative timeline of the recruitment is as given in the table below:

Sl. No.	Activity	Critical Dates
1.	Receipt of Applications	19/02/2021 (6:00 P.M.) to 12/03/2021 (06:00 P.M.)
2.	Scrutiny of Applications	15 days from the last date for submission of online application (tentative)
3.	Written Test (Screening Test)	25 days from the last date of submission of online application (tentative)
4.	Final Interview	35 days from the last date of submission of online application (tentative)

Instructions to Candidates

- i. ***The appointments will be on contract basis for a period of one year or till the end of the project period, whichever is earlier. The contract may be extended with the approval of the Government based on need. The terms of reference of the posts are provided in the Annexure.***
- ii. It shall be noted that admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before

interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of candidature.

- iii. Norms of selection will be as per those applicable for contract posts in the Government of Kerala.
- iv. The recruited individuals will be supported to build their capacities in carrying out their functions.
- v. Age relaxation is applicable to SC/ST/OBC/EWS/PWD 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.
- vi. Shortlisted candidates will be intimated by email/SMS regarding further procedures. Hence, candidates must ensure that working email address and telephone/contact no. are being provided.
- vii. The medium for all written tests will be English.
- viii. NCRMP SPIU reserves the right to shortlist only a limited number of candidates for written test/final interview, as the case may be for the post, based on marks secured in their qualifying examination and/or years of relevant experience. Candidates should clearly mention the marks scored in their qualifying examination in the application. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
- ix. 10% of marks relaxation will be applicable to SC/ST categories. Eligibility for this relaxation should be proven by producing scanned copies of necessary certificates from competent authority. Applications without necessary certificates claiming age relaxation and/or marks relaxation will be treated as General category. No further claim will be entertained in this regard.
- x. Equivalency certificate of the respective University shall be produced for considering any other degree with reference to the notified degrees.
- xi. Any type of canvassing for favoritism will be considered offensive and legal action will be taken against those who attempt to do so. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. NCRMP SPIU reserves the right to fill or not to fill the post advertised.
- xii. Selected candidates should be ready to work in the SPIU/anywhere in Kerala, as required by NCRMP SPIU.
- xiii. **Recruitment to the post of Local Community Mobiliser position vide notification No. NCRMP/SPIU/001-1/2015 dated 04.11.2020 has been cancelled by NRCMP SPIU for want of suitable candidates.**

ANNEXURE

TERMS OF REFERENCE AND MODE OF RECRUITMENT

Post: Local Community Mobiliser

Overview of the position: The Local Community Mobiliser, who shall report to State Project Implementation Unit [SPIU] and to District Project Implementation Unit [DPIU] will ensure district level community participation at all phases of project implementation.

Scope of work

1. Act as liaison between State Project Implementation Unit [SPIU] and District Project Implementation Unit [DPIU].
2. Facilitate and coordinate community consultation, meetings, discussions, trainings and demonstration activities.
3. Conduct regular field visits to the construction site to identify, record and report on the progress on the work as per time schedule.
4. Report to SPIU/DPIU on relevant social and environmental issues related to the project that needs attention and maintain a record of corrective measures taken.
5. With the support of SPIU/DPIU, interact with individuals/community and contractors to gather information on issues if any related to the project.
6. Commune with the local community to raise awareness on the project.
7. Coordinate with various departments to obtain necessary data for Detailed Project Report preparation.
8. Provide necessary inputs in monitoring and evaluation stages of the project as per formats on regular basis.
9. Assist SPIU/DPIU in community mobilisation activities of the project with the aim to complete the activities within the time schedule.
10. Prepare monthly progress reports in specified formats and submit the same to DPIU and SPIU.
11. Carry out any other activity as directed by the Project Director, Additional Project Director, State Project Manager and State Level Community Mobiliser.
12. Undertake any other task assigned by NCRMP SPIU/DPIU.

Mode of Recruitment of Local Community Mobiliser

1. Scrutiny of Applications
2. Written Test (Screening test for shortlisting candidates for the final interview)
3. Final Interview (selection will be based on marks of final interview)