



**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

04/11/2020

**NOTIFICATION**

The State Project Implementation Unit of the National Cyclone Risk Mitigation Project - Kerala invites applications from qualified and competent candidates for appointment to the following posts **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](http://www.sdma.kerala.gov.in)) or Centre for Management Development (CMD), Thiruvananthapuram ([www.cmdkerala.net](http://www.cmdkerala.net)). The details are given below. The online application submission link will open on **04/11/2020 (09:00 A.M.)**. The last date for submitting online application is **02/12/2020 (05:00 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 POSTS

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 01/06/2020 (in years)
1.	Environment and Social Specialist  <i>Post No: 001/2020</i>	01	Category IX of GO (P) No. 81/2019/Fin date 9- 7-2019, (Rs. 31,920/month)	M.Sc./M.Tech. in Environmental Science /Environmental Technology with at least 60% aggregate score	Minimum two (2) years of post qualification experience in environmental safeguard policies. Good knowledge of the prevailing R&R regulations/laws of the country, state and World Bank equivalent or experience in World Bank/ADB/JAICA	25-35
2.	Local Community Mobiliser  <i>Post No: 002/2020</i>	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), M.Sc. Earth Sciences, M.Sc. Environmental Sciences and/or Disaster Management with at least 60% aggregate score	Minimum two (2) years of post qualification experience in disaster management related projects. Posting will be in any of the coastal districts in the state as decided by the Government.	25-35

### **Tentative Timeline**

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

Sl. No.	Activity	Applicable Posts	Critical Dates
1.	Receipt of Applications	All Posts	04/11/2020 (09:00 A.M.) to 02/12/2020 (05:00 P.M.)
2.	Scrutiny of Applications	All Posts	15 days from the last date for submission of online application (tentative)
3.	Written Test	All Posts	25 days from the last date of submission of online application (tentative)
4.	Technical Presentation/Technical Interview/ Group Discussion	All Posts	35 days from the last date of submission of online application (tentative)
5.	Final Interview	All Posts	45 days from the last date of submission of online application (tentative)

### ***Instructions to Candidates***

- i. ***The appointments will be on contract basis till the end of the project period (15/03/2021). 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. Only 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/technical presentation/technical interview/GD/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 notification NCRMP/SPIU/001/2015 dated 04.06.2020 has been cancelled by NRCMP SPIU.**

## ANNEXURE

### TERMS OF REFERENCE AND MODE OF RECRUITMENT

#### ***Terms of Reference of Environment and Social Specialist***

**Overview of the position:** The primary role of the Environment and Social Specialist in the Project Implementation Unit is to assist and guide the line agencies in the preparation and implementation of the sub-project specific Detailed Project Reports (DPRs) and to prepare and implement the social dimensions/requirements of the Environment and Social Management Framework (ESMF).

#### **Scope of work**

1. Preparation and implementation of the sub-project specific Detailed Project Reports (DPRs).
2. Carry out the screening exercises and sub-project specific Environment Management Plans and Resettlement Action Plans, where required and integration of findings into the sub-project's decision making cycle have to be carried out by them. Ensuring appropriate application of the ESMF to all components and subprojects.
3. They shall be proficient in English, Malayalam and Hindi for closely interacting with National and International Agencies.
4. Coordinate the preparation of environmental screening report of project sites assessments.
5. Preparation of site specific environment management plans (EMP) for selected sub-projects.
6. Liaising with various State line departments & other implementing agencies on environmental matters.
7. Detailing all the environmental laws and regulations of the state and national government which will apply to specific sub project activities.
8. Coordinating with MoEF/State-level regulatory authorities for obtaining environment clearances in a timely manner.
9. Organizing training for SDMA staff and line departments on ESMF/EMP implementation.
10. Capacity building of contractors on environmental issues, practices and procedures to be followed.
11. Identifying and providing oversight to consultants who may be deployed to carry out sub-project specific Environmental Assessment and EMPs of sub-projects (wherever required).
12. Prepare information, communication, and education strategy to enable proper conduct of stakeholder consultations.
13. Periodic site visits to ensure that environmental requirements in the ESMF are being followed during implementation of projects activities by the Line departments and contractors, including identification of good practices and shortcomings, if any and advice on the remedial corrections.
14. Documenting the implementation of ESMF and EMPs.
15. Provide necessary inputs to project quarterly progress reports on environmental matters.
16. Supporting hiring of external environmental auditors and coordinating the conduct of these audits as per the ESMF requirements.
17. Review of the audit plan, the results and recommended corrective action/s.
18. Assist and guide the state level PIUs, their line departments, Implementing Agencies (IAs) engaged in the project in community mobilization, preparation, and implementation of resettlement plans, as required, in accordance with the ESMF.
19. Assist the above stakeholders in the preparation and implementation of RAP for sub-projects which trigger adverse social concerns for the Project Affected People (PAP).
20. Carry out, wherever required an initial poverty and social assessment, sample socio-economic survey, and detailed inventory of affected assets and losses.

21. Ensure disclosure of the sub-project Resettlement Plan to the affected persons.
22. Provide guidance to line departments/implementing NGOs in the preparation of information materials related to resettlement, consultation on resettlement/relocation options and finalization of individual entitlements, verification, and delivery of compensation and allowances, house reconstruction (if required) prior to dispossession or displacement.
23. Wherever land acquisition issues are involved, liaise with District Collectors and relevant authorities to expedite land acquisition process and assist in finalizing estimates of compensation.
24. Monitor all land acquisition and resettlement related activities.
25. Extend assistance to PIU and line departments in effectively addressing the grievances of the PAPs in line with Grievance Redressal mechanisms.
26. Prepare monthly progress reports highlighting implementation progress, issues/constraints that require decisions by the PIUs and other agencies involved.
27. Carry out any other activity as directed by the Project Director, Additional Project Directors and Project Manager.
28. Undertake any other task assigned by NCRMP SPIU/DPIU.

*Mode of Recruitment of Environment and Social Specialist*

1. Scrutiny of Applications
2. Written Test
3. Technical Presentation/Technical Interview
4. Final Interview

***Terms of Reference of 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, 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
3. Group Discussion
4. Final Interview