

REVENUE DEPARTMENT, DISASTER MANAGEMENT CELL,H.P. SECRETARIAT
SHIMLA-171002

ADVERTISEMENT NO. Rev (DMC) (B)-F-11/45/2020/SDMF-PMU Dated: - 16 / 01 / 2025

Applications on the prescribed form as per Annexure-I are invited for hiring of 07 Specialist of Re-employment (Consultancy basis) in Project Management Unit (SDMF) under the Establishment of Disaster Management Cell Department of Revenue, from amongst the eligible applicants.	
EARTHQUAKE ENGINEERING & CONSTRUCTION SUPERVISION EXPERT (POST CODE-01)	
Name of Post	Earthquake Engineering & Construction Supervision Expert
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the post of Earthquake Engineering & Construction Supervision Expert	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Civil Engineers having experience of holding analogous post in the Government Departments/ Corporations/ PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Facilities/ Expenses	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit	Upper age limit will be 62 years

GEOLOGIST AND LANDSLIDE SPECIALIST (POST CODE-02)	
Name of Post	Geologist and landslide specialist
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the post of Geologist and landslide specialist	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Geologists having experience of holding analogous post in the Government Departments/ Corporations/ PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Facilities/ Expenses	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit	Upper age limit will be 62 years
ENVIRONMENT SPECIALIST (POST CODE-03)	
Name of Post	Environment Specialist
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired environment Scientist, Officer having experience of

post of Environment Specialist	holding analogous post in the Government Departments/ Corporations/ PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Facilities/ Expenses	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit	Upper age limit will be 62 years
GEOTECHNICAL SPECIALIST (POST CODE-04)	
Name of Post	Geotechnical specialist
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the post of Geotechnical specialist	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Geologist having experience of holding analogous post in the Government Departments/ Corporations/ PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may

	be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Facilities/ Expenses	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit	Upper age limit will be 62 years
SLOPE STABILIZATION EXPERT (POST CODE-05)	
Name of Post	Slope stabilization expert
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the post of Slope Stabilization Expert	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Civil Engineers having experience of holding analogous post in the Government Departments/ Corporations/ PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.

Medical Expenses	Facilities/	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit		Upper age limit will be 62 years
ASSISTANT ENGINEER (CIVIL) (POST CODE-06)		
Name of Post		Assistant Engineer (Civil)
Total Post(s)		01
Break-up for the post		01 UR
Minimum Educational and other qualifications for the post of Assistant Engineer (Civil)		ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Assistant Engineers (Civil) having experience of holding analogous post in the Government Departments/ Corporations/PSUs.
Emoluments:		i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure		The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA		He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave		He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Expenses	Facilities/	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit		Upper age limit will be 62 years

JUNIOR ENGINEER (CIVIL) (POST CODE-07)	
Name of Post	Junior Engineer (Civil)
Total Post(s)	01
Break-up for the post	01 UR
Minimum Educational and other qualifications for the post of Junior Engineer (Civil)	ESSENTIAL QUALIFICATION(S)/ EXPERIENCE:- (i) Retired Junior Engineer (Civil) having experience of holding analogous post in the Government Departments/ Corporations/PSUs.
Emoluments:	(i) As per Office Memorandum No. Fin (C) - A (3) -5/2004 dated 24-7-2024 issued by the Finance Department, a fixed monthly amount will be provided at the rate of 50% of the last drawn basic pay. (ii) No Dearness Allowance will be admissible on this fixed amount.
Tenure	The term of consultant shall be for an initial period of One year from the date of joining with the condition of extension of contractual period on year-to-year basis. The term may be curtailed or further based on the performance of the consultant.
TA/DA	He/she shall be entitled to TA/DA as is admissible to an outsourced person, if any
Leave	He/ She shall be entitled to leave as is admissible to outsourced person, if any.
Medical Facilities/ Expenses	No Medical facility will be given to a person to be hired under the policy because a retiree is already covered under such facility.
Upper age limit	Upper age limit will be 62 years
OTHER RELEVANT INFORMATION FOR POST CODE 1 TO 7	
Contract Modalities	Duration of the Work: (i) The incumbent shall be hired as individual consultant initially for a period of One years. During this engagement his/her

	<p>annual performance evaluation will be ensured through the reporting officer. Contract can be extended on evaluation of satisfactory performance by the Project Director PMU-SDMF, HPSDMA, after review of the work and conduct of the official.</p> <p>(ii) Engagement with HPSDMA will be on purely constancy basis and there shall be no provision of regularization in future.</p>
Application fee: -	Application fee of Rs. 200/- for the Male, Female candidates application fee.
Mode of Payment: -	The fee will be accepted only in the shape of Demand Draft/Bankers Cheque /IPO issued in favor of Assistant Controller (Rev-DM)) Himachal Pradesh Secretariat, Shimla-171002
<p>Note: - The interested/eligible candidates will have to apply on prescribed application forms for the above mentioned post(s) and prescribed application fee for the post must be enclosed with each application form. The application should reach in the office of the Director -cum -Special Secretary (Rev-DM), Ellerslie Building, Room No- G-11 HP Secretariat Shimla -171002 on or before 17 / 02 / 2025 till 5:00PM positively.</p> <p>The applications received after the last date or found incomplete will be rejected and no correspondence in this regard will be entertained. Selected consultant will be posted in the Project Management Unit (SDMF) establishment of Disaster Management Cell, Department of Revenue Himachal Pradesh, Shimla. Candidates can download application form from the official website of Disaster Management Cell: hpsdma.nic.in.</p>	

ToR for the Position of Consultant

Name of position	EARTHQUAKE ENGINEERING & CONSTRUCTION SUPERVISION EXPERT (POST CODE -01)
Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<p><input type="checkbox"/> Technical Support</p> <ul style="list-style-type: none"> • Serve as a subject matter expert on earthquake-resistant construction techniques and related engineering practices. • Lead efforts in retrofitting and rehabilitating vulnerable structures to mitigate seismic risks. <p><input type="checkbox"/> Policy and Guidelines Development</p> <ul style="list-style-type: none"> • Develop and recommend policies, guidelines, and standards for earthquake-resistant design and construction. • Assist in drafting state-level seismic codes and protocols aligned with national and international standards. <p><input type="checkbox"/> Capacity Building</p> <ul style="list-style-type: none"> • Conduct training programs and workshops for engineers, architects, contractors, and government officials etc. • Enhance community and stakeholder awareness of earthquake risks and construction best practices. <p><input type="checkbox"/> Disaster Preparedness Planning</p> <ul style="list-style-type: none"> • Collaborate with the State Disaster Management Authority (SDMA) to integrate earthquake mitigation strategies into broader disaster management plans. • Provide technical support during earthquake simulations and drills. <p>Infrastructure Assessment and Retrofitting</p> <ul style="list-style-type: none"> • Evaluate critical infrastructure for seismic vulnerability (schools, hospitals, public buildings, etc.). • Recommend and monitoring of retrofitting or reconstruction of

	<p>identified at-risk structures.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Construction Supervision <ul style="list-style-type: none"> • Ensure compliance with earthquake-resistant construction standards during ongoing infrastructure projects. • Monitor the quality of materials and workmanship to mitigate structural risks. <input type="checkbox"/> Collaboration and Advisory <ul style="list-style-type: none"> • Work closely with local bodies, contractors, and government agencies to ensure smooth implementation of seismic safety measures. • Provide expert advice in the aftermath of earthquakes regarding building safety, reconstruction, and damage assessment. <input type="checkbox"/> Innovation and Research <ul style="list-style-type: none"> • Promote the adoption of innovative materials and techniques, such as advanced damping systems and lightweight construction technologies. • Conduct research and recommend site-specific solutions for seismic hazard mitigation. <input type="checkbox"/> Documentation and Reporting <ul style="list-style-type: none"> • Prepare technical reports, project evaluations, and policy briefs for submission to state and national disaster management authorities. • Maintain a database of earthquake-resistant construction projects and their outcomes. • Preparation of Detail Projects Reports <input type="checkbox"/> Evaluation <ul style="list-style-type: none"> • Evaluation of DPRs submitted for the funding to the HPSDMA. <input type="checkbox"/> Other Duties <ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA
Name of position	Geologist and landslide specialist (Post Code 002)

Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<ul style="list-style-type: none"> <input type="checkbox"/> Hazard Assessment: <ul style="list-style-type: none"> • Identify areas prone to landslides using geological and geotechnical surveys. • Prepare detailed geological hazard maps for risk-prone zones. <input type="checkbox"/> Field Investigations: <ul style="list-style-type: none"> • Conduct soil and rock sampling and testing to assess stability. • Investigate subsurface conditions through borehole drilling, geophysical surveys, and trenching. <input type="checkbox"/> Technical Support: <ul style="list-style-type: none"> • Provide geological expertise for slope stabilization, retaining wall construction, and bioengineering solutions. • Recommend the use of suitable materials and designs based on local geology. <input type="checkbox"/> Policy and Planning: <ul style="list-style-type: none"> • Contribute to disaster management plans with geological insights. • Collaborate with planners for land use policies in high-risk zones. <input type="checkbox"/> Landslide Risk Analysis: <ul style="list-style-type: none"> • Analyze historical landslide data to predict future events. <input type="checkbox"/> Slope Stabilization Design: <ul style="list-style-type: none"> • Design and implement structural and bioengineering measures for slope stabilization. • Evaluate the effectiveness of technologies like soil nailing, gabion walls, and vegetative solutions. <input type="checkbox"/> Mitigation Strategies: <ul style="list-style-type: none"> • Develop cost-effective solutions to mitigate landslide risks, including drainage improvement and erosion control.

- Advise on construction practices to minimize terrain disturbance in vulnerable areas.

Early Warning Systems:

- Work with geologists and engineers to deploy landslide monitoring technologies.
- Develop and disseminate early warning alerts based on rainfall thresholds and slope movement data.
- Assist in the installation and monitoring of instruments (e.g., inclinometers, piezometers) for slope stability analysis.
- Analyze data to provide real-time assessments of landslide risks.

Disaster Response and Recovery:

- Provide on-site expertise during landslide events to guide response teams.
- Assist in post-disaster assessments, including damage surveys and recovery planning.

Community Awareness and Training:

- Educate communities in landslide-prone areas about warning signs and safety measures.
- Conduct drills and workshops on landslide preparedness and evacuation.
- Train local authorities and disaster management teams on geological risk identification and response.

Collaboration and Reporting:

- Work with multi-disciplinary teams, including engineers, planners, and ecologists.
- Prepare technical reports and recommendations for SDMF-funded projects.
- Preparation of Detail **Projects Reports**

Evaluation

- Evaluation of DPRs submitted for the funding's to HPSDMA.

Other Duties

- Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State;

	<ul style="list-style-type: none"> Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA
Name of position	ENVIRONMENT SPECIALIST, (Post Code 03)
Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<p>Environmental Impact Assessment (EIA):</p> <ul style="list-style-type: none"> Conduct environmental impact assessments for disaster mitigation and recovery projects. Identify potential risks and environmental consequences of interventions like slope stabilization, construction, and bioengineering solutions. Ensure compliance with environmental regulations and standards. <p>Promoting Eco-Friendly Disaster Mitigation:</p> <ul style="list-style-type: none"> Advocate for and implement sustainable practices in disaster management, such as the use of bioengineering techniques and green infrastructure. Develop strategies to protect natural ecosystems, such as forests and wetlands, which act as natural barriers against disasters. <p>Biodiversity Conservation:</p> <ul style="list-style-type: none"> Assess the impact of disaster-related activities on local biodiversity. Propose and implement measures to conserve flora and fauna in disaster-prone areas. Promote afforestation and reforestation projects to stabilize slopes and prevent soil erosion. <p>Climate Change Adaptation:</p> <ul style="list-style-type: none"> Evaluate how climate change contributes to disasters like landslides, flash floods, and droughts etc. Develop and implement adaptation strategies to build community and ecosystem resilience.

Pollution Control:

- Monitor and mitigate pollution caused by construction and recovery activities under SDMF projects.
- Develop waste management plans for disaster-affected areas.

Environmental Monitoring:

- Establish baseline environmental data for areas at risk of disasters.
- Monitor ongoing projects for adherence to environmental safeguards and assess their long-term impacts.

Policy Development and Advocacy:

- Advise policymakers on integrating environmental safeguards into disaster risk management policies and plans.
- Advocate for the inclusion of environmental concerns in state and district disaster management plans.

Training and Capacity Building:

- Train disaster management teams, engineers, and local authorities on environmental considerations in disaster mitigation.
- Raise awareness among communities about sustainable practices and environmental conservation.

Collaboration and Reporting:

- Collaborate with geologists, engineers, ecologists, and social specialists to ensure holistic disaster management solutions.
- Prepare environmental compliance reports and provide updates to the SDMF and other stakeholders.

Community Engagement:

- Work with local communities to promote eco-friendly practices and participatory approaches in disaster mitigation projects.
- Ensure that community needs and traditional ecological knowledge are incorporated into project designs.

Evaluation

- Evaluation of DPRs submitted for the funding to the HPSDMA.

Other Duties

	<ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA • Preparation of Detail Projects Reports
Name of position	GEOTECHNICAL SPECIALIST, (Post Code 04)
Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<p>Site Investigation and Analysis:</p> <ul style="list-style-type: none"> • Conduct geotechnical surveys to assess subsurface conditions, including soil strength, stability, and composition. • Perform laboratory testing on soil and rock samples to determine geotechnical properties. • Analyze slope stability using advanced modeling and simulation tools. <p>Hazard and Risk Assessment:</p> <ul style="list-style-type: none"> • Identify areas prone to geotechnical hazards, such as landslides, soil liquefaction, and subsidence. • Develop geotechnical risk maps in collaboration with geologists and landslide specialists. • Assess the impact of seismic activity, rainfall, and human interventions on slope and soil stability. <p>Slope Stabilization and Mitigation:</p> <ul style="list-style-type: none"> • Design and implement slope stabilization techniques, such as soil nailing, retaining walls, gabion structures, and shotcrete. • Develop drainage solutions to reduce water-induced instability, including subsurface drainage and surface water management. • Recommend bioengineering solutions to stabilize slopes and control erosion. <p>Infrastructure Support:</p>

- Provide geotechnical inputs for the design and construction of infrastructure like roads, bridges, and retaining walls in disaster-prone areas.
- Ensure the structural integrity of existing infrastructure by assessing foundation stability and recommending retrofitting measures.

Monitoring and Early Warning Systems:

- Assist in the installation and monitoring of geotechnical instrumentation, such as inclinometers, piezometers, and settlement gauges.
- Analyze real-time data to predict potential failures and provide early warnings.

Disaster Response and Recovery:

- Support emergency response teams during landslide events by providing geotechnical expertise on site conditions.
- Assess post-disaster geotechnical conditions and recommend recovery measures.

Research and Innovation:

- Explore new materials and technologies for slope stabilization and disaster mitigation.
- Conduct studies to improve understanding of geotechnical risks in the region.

Capacity Building and Training:

- Train disaster management teams and engineers on geotechnical risk identification and mitigation.
- Raise community awareness about safe practices in geotechnical risk zones.

Regulatory Compliance and Reporting:

- Ensure that all geotechnical activities comply with local, state, and national regulations.
- Prepare technical reports, risk assessments, and project documentation for SDMF-funded projects.

Collaboration:

- Work closely with geologists, landslide specialists, engineers, and

	<p>environmental experts.</p> <ul style="list-style-type: none"> • Coordinate with government bodies and local authorities to integrate geotechnical solutions into disaster management plans. <p>Evaluation</p> <ul style="list-style-type: none"> • Evaluation of DPRs submitted for the funding to the HPSDMA. <p>Other Duties</p> <ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA • Preparation of Detail Projects Reports
Name of position	SLOPE STABILIZATION EXPERT (POST CODE-05)
Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<p>1. Slope Stability Assessment:</p> <ul style="list-style-type: none"> • Conduct field surveys and geotechnical investigations to evaluate slope conditions. • Analyze factors contributing to instability, including soil type, slope angle, hydrology, and seismic activity. <p>2. Design and Implementation of Stabilization Measures:</p> <ul style="list-style-type: none"> • Design appropriate slope stabilization techniques, such as: <ul style="list-style-type: none"> ○ Structural Measures: Retaining walls, gabion walls, soil nailing, and ground anchors. ○ Drainage Solutions: Surface and subsurface drainage systems to control water infiltration. ○ Bioengineering Solutions: Vegetative cover, coir mats, and geotextiles for erosion control. ○ Hybrid Solutions: Combining structural and bioengineering methods for cost-effective results.

- Supervise the construction and implementation of these measures.

3. Risk Mitigation Planning:

- Identify high-risk zones and propose mitigation strategies to prevent future slope failures.
- Recommend land use changes and restrictions in highly vulnerable areas.

4. Monitoring and Early Warning Systems:

- Assist in the installation of slope monitoring instruments, such as inclinometers and rain gauges.
- Develop thresholds for slope movement and rainfall to issue early warnings.

5. Disaster Response and Post-Event Analysis:

- Provide on-site support during landslide or slope failure events.
- Conduct post-disaster assessments to evaluate slope damage and recommend recovery measures.

6. Policy and Planning Contributions:

- Collaborate with policymakers to integrate slope stabilization measures into disaster management and land-use planning.
- Contribute to the preparation of guidelines and standards for slope stabilization under SDMF.

7. Research and Development:

- Explore innovative materials and methods for slope stabilization.
- Study the impacts of climate change on slope stability and develop adaptive strategies.

8. Training and Capacity Building:

- Train engineers, disaster management teams, and local authorities in slope stabilization techniques.
- Conduct workshops and awareness programs for communities living in landslide-prone areas.

9. Environmental Considerations:

- Ensure that slope stabilization measures are eco-friendly and sustainable.

	<ul style="list-style-type: none"> • Work with environmental specialists to minimize ecological impacts during stabilization activities. <p>10. Documentation and Reporting:</p> <ul style="list-style-type: none"> • Prepare detailed project reports, including designs, cost estimates, and progress updates. • Document lessons learned and best practices for future reference. <p>Evaluation</p> <ul style="list-style-type: none"> • Evaluation of DPRs submitted for the funding to the HPSDMA. <p>Other Duties</p> <ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA • Preparation of Detail Projects Reports
Name of position	ASSISTANT ENGINEER CIVIL (POST CODE-06)
Number of position	One
Status: a full term or part term and short term	<ul style="list-style-type: none"> (i) Full time (ii) The contract may be terminated by either side with one month notice period. (iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA
Roles & responsibility	<p>1. Project Planning and Design:</p> <ul style="list-style-type: none"> • Assist senior engineers in preparing detailed project reports (DPRs) for disaster management and mitigation works. • Contribute to the design of infrastructure projects, such as retaining walls, drainage systems, and erosion control measures. • Support in the preparation of cost estimates, material requirements, and construction schedules. <p>2. Site Supervision and Monitoring:</p> <ul style="list-style-type: none"> • Oversee the execution of construction and stabilization projects at disaster-prone sites. • Ensure that construction practices adhere to approved designs,

safety norms, and quality standards.

- Conduct regular site inspections to monitor progress and resolve technical issues.

3. Implementation of Slope Stabilization Measures:

- Collaborate with geologists, slope stabilization experts, and contractors to implement structural and bioengineering solutions.
- Supervise the installation of drainage systems, soil nailing, and other stabilization measures.

4. Disaster Risk Mitigation and Response:

- Support the implementation of disaster preparedness and risk reduction measures, such as flood protection works and slope reinforcement.
- Participate in post-disaster damage assessments and provide inputs for recovery and reconstruction planning.

5. Documentation and Reporting:

- Maintain accurate records of project progress, material usage, and financial expenditures.
- Prepare regular progress reports and submit them to senior engineers and project managers.

6. Coordination and Communication:

- Coordinate with contractors, suppliers, and other stakeholders to ensure smooth project execution.
- Communicate with local authorities and communities to address concerns and ensure participation in project activities.

7. Environmental and Safety Compliance:

- Ensure compliance with environmental guidelines and safety protocols during project implementation.
- Promote eco-friendly practices in construction and maintenance works.

8. Capacity Building and Training:

- Assist in training programs for local communities and workers on safe construction practices and disaster mitigation techniques.
- Support awareness campaigns on disaster preparedness in

	<p>collaboration with other specialists.</p> <p>9. Maintenance and Repairs:</p> <ul style="list-style-type: none"> • Plan and oversee the maintenance of completed structures to ensure their long-term functionality. • Identify and address structural vulnerabilities that could lead to future risks. <p>Evaluation</p> <ul style="list-style-type: none"> • Evaluation of DPRs submitted for the funding's to HPSDMA. <p>Other Duties</p> <ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA • Preparation of Detail Projects Reports
Name of position	A JUNIOR ENGINEER (CIVIL)(POST CODE-06)
Number of position	One
Status: a full term or part term and short term	<p>(i) Full time</p> <p>(ii) The contract may be terminated by either side with one month notice period.</p> <p>(iii) Consultant will be engaged on full time basis and shall not be permitted to take up any other assignment during the period of Consultancy with SDMA</p>
Roles & responsibility	<p>1. Field Surveys and Investigations:</p> <ul style="list-style-type: none"> • Conduct preliminary site surveys to collect data on topography, soil, and geological conditions. • Assist in mapping and identifying high-risk areas prone to landslides, floods, or other disasters. <p>2. Supporting Project Planning:</p> <ul style="list-style-type: none"> • Collaborate with senior engineers to prepare project estimates, material lists, and schedules. • Assist in drafting technical drawings, designs, and layouts using software or manual techniques.

3. On-Site Supervision:

- Oversee day-to-day construction activities, ensuring compliance with approved designs and specifications.
- Monitor contractors and laborers to ensure adherence to quality and safety standards.
- Verify material usage and stock availability on-site.

4. Implementation of Mitigation Measures:

- Support the installation of slope stabilization techniques, including bioengineering solutions, retaining walls, and drainage systems.
- Participate in the execution of disaster-resilient infrastructure, such as flood protection works and erosion control measures.

5. Quality Assurance:

- Conduct routine checks to ensure the quality of materials and workmanship.
- Report any discrepancies or defects to senior engineers and suggest corrective actions.

6. Documentation and Reporting:

- Maintain site records, including daily progress reports, labor attendance, and material usage logs.
- Submit regular updates and reports to senior engineers and project managers.

7. Coordination and Communication:

- Act as a point of contact between senior engineers, contractors, and local workers.
- Communicate technical instructions and project requirements to on-site teams.

8. Maintenance and Repairs:

- Assist in planning and executing maintenance activities for completed structures.
- Inspect existing infrastructure for vulnerabilities and recommend necessary repairs.

9. Environmental and Safety Compliance:

- Ensure on-site activities comply with environmental regulations

	<p>and safety protocols.</p> <ul style="list-style-type: none"> • Promote the use of eco-friendly materials and practices in disaster mitigation projects. <p>10. Training and Community Engagement:</p> <ul style="list-style-type: none"> • Participate in training sessions and capacity-building workshops conducted by senior staff. • Support community awareness programs on disaster preparedness and mitigation. <p>Evaluation</p> <ul style="list-style-type: none"> • Evaluation of DPRs submitted for the funding to the HPSDMA. <p>Other Duties</p> <ul style="list-style-type: none"> • Assist HPSDMA/Revenue Department (DM) in day-to-day coordination required for smooth implementation of various DRR activities in the State; • Any other assignment/work on the subject which can be given by the member concerned/ as per the requirement of HPSDMA • Preparation of Detail Projects Reports
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(D.C. Rana)
 Director-cum-Spl. Secretary (Rev-DM) to the
 Government of Himachal Pradesh

ANNEXURE-I

APPLICATION OF THE ENGAGEMENT OF THE POST OF.....CONSULTANCY BASIS.

1	Name of the post applied for						
2	Name of the Applicant: (In capital letters)						
3	Father/Husband / Mother Name: (In capital letters)						
4	Date of Birth:	DD/MM/YYYY					
5	Gender(Male/Female):						
6	Category (GEN/SC/ST/OBC/EWS):						
7	Aadhar No:	(Attach copy of Adhar Card)					
8	Contact Address						
9	Permanent Address						
10	E- mail						
11	Mobile No:						
Education (College education in reverse chronological order) (Please add rows if required):							
12	Sr. no	Year	Degree/ Diploma	University/ Institution	Division/CGPA	Subjects	
	(i)						
	(ii)						
	(iii)						
	(iv)						
Chronological working experience							
13	Sr. No.	Period			Deptt/ Boards/ Corp./ PSU	Nature of work	Accomplishments
		From	To	Total			
	(i)						
	(ii)						
	(iii)						
	(iv)						

DECLARATION FORM

1. I agree to provide my service on Terms and conditions as prescribed in the FD's OM no. – Fin(C) –A(3)-5/2004 dated 24th July, 2004 and will not solicit any deviation at any stage
2. I agree and undertake that I will maintain and protect the confidentiality of the information received by me while discharging my official responsibilities. Also, I will not misuse or share the information with anybody not eligible or connected to have this information. In case of any breach. I shall be liable to such action as deemed fit by the Department.
3. I agree and undertake that I will not indulge in any unethical acts or practice which is against the interests of the Department and which are illegal and not in conformity with the rules, policies and practices of the department.
4. I agree that my service will be purely on temporary basis and is liable to be terminated at any stage in case my performance / conduct is not found satisfactory.

Date:-

Place:-

Signature of Candidate