

APPLICATION FOR THE POST OF GIS SPECIALIST

(To be filled, scanned and emailed to recruitment.tnsdma@gmail.com)

(Application may be typed or written in Bold Capital letters)

1. Name of the Applicant (BLOCK LETTERS) _____

2. Father's Name : _____
3. Date of Birth (with age in yrs): _____
4. Gender (Male / Female): _____
5. Nationality: _____
6. Marital Status: _____
7. Permanent Address: _____

8. Contact Address: _____

9. Mobile Number : +91 _____
10. Alternate Mobile Number: +91 _____
11. Email Address: _____
12. Educational Qualifications* :



S. No.	Educational Qualification	Name of the Degree & Specialisation	Year of Passing	University/ Board	Grade / Class obtained	Marks in %
1	Post Graduate					
2	Graduate					
3	Any other					

13. Experience* (if any):

S.No	Name of the Organisation	Designation	Duration		Total Duration	Job Nature
			From	To		
1						
2						

14. Projects / Training if any:

S.No	Name of the Project / Training with full details	Duration		Institution with full address
		From	To	
1				
2				

* - (Additional Columns / Rows may be added wherever necessary)

Declaration:

I _____, hereby declare that the particulars furnished by me in this application are true to the best of my knowledge and belief. In case, any information is found to be incorrect, my candidature shall liable to be rejected.

Date: _____

Signature of the Applicant

Instructions to candidates:

1. Applications are invited only through **email** for the post of **GIS Specialist** for the GIS Cell of TNDRRA. The Application Form along with the detailed Terms of Reference including Age, Qualifications, Pay, Roles and Responsibilities is available in www.tnsdma.tn.gov.in.
2. The candidates satisfying the requisite qualifications shall download the application format from the URL www.tnsdma.tn.gov.in, fill up the same, sign and scan the duly filled up application and email the same to recruitment.tnsdma@gmail.com.
3. The Application should be submitted before 3.00 pm on 15.07.2019.
4. The scanned copies of relevant certificates, mark sheets, documents etc., in support of qualification and experience may also be attached with scanned application and emailed. Sending hard copies of the applications or certificates will not be entertained.
5. Candidates will be selected based on educational qualification, age, experience followed by a screening test and/or interview, if necessary. Applicants while applying for the above mentioned post should ensure their eligibility. Any communication to the applicants will be only through email. Hence, candidates should check their emails regularly.
6. The contract is purely on temporary basis and does not carry any liability on the part of TNDRRA for regular appointment.
7. Selected candidates will have to sign a contract agreement as per terms and conditions of TNDRRA.
8. Only Indian Nationals are eligible to apply.

TAMIL NADU DISASTER RISK REDUCTION AGENCY

EZHILAGAM ANNEX BUILDING, V FLOOR, CHEPAUK, CHENNAI – 600 005.

TERMS OF REFERENCE FOR GIS SPECIALIST AND SCOPE OF SERVICES

Overview:

In accordance with the Disaster Management Act, 2005, the Tamil Nadu State Disaster Management Authority was constituted and subsequently, the Government Ordered the establishment of an Executive Agency to assist the above said Authority and register it under the Tamil Nadu Societies Registration Act, 1975 which is called the **Tamil Nadu Disaster Risk Reduction Agency (TNDRRA)**. The aim of the TNDRRA is to reduce the negative impact of all kinds of disasters through a vibrant disaster management machinery so that loss of lives, property and critical infrastructure is minimized; economic and developmental gains made by the State are not lost due to such calamities / disasters.

Formation of GIS Cell:

In accordance with the objectives of TNDRRA, a GIS Cell is being established for effective Disaster Management and Disaster Risk Reduction activities, since GIS Technology provides the capability to map and analyze hazards of all types and visualize their potential impacts through Predictive and Prescriptive Models.

It is proposed to model potential events and display projected areas of damage that can be caused by the Disasters. The priority areas for Mitigation and Emergency Management and Response Plan Development will be strengthened by the use of GIS.

Collaborative Work Agreement for establishment of GIS Cell:

In order to assess the vulnerabilities and the areas prone for risk and to be able to organise Relief and Rescue Operations in the State, a Collaborative work agreement for establishment of GIS Cell has been entered into by the TNDRRA with the Collaborative Partners (CPs) i.e., Director, Center for Disaster Mitigation and Management (CDMM), Anna University; Director, Institute of Remote Sensing, Anna

University and Indian Institute of Technology, Madras, Chennai represented by Dean (IC&SR), Department of Ocean Engineering.

As per the collaborative work agreement, work is being undertaken for creation of State Database for Emergency Management (SDEM), development of a Decision Support System (DSS) in Disaster Management, Populating National Disaster Emergency Management (NDEM) platform with Disaster specific Database and integration of Storm Surge Model for Early Warning.

Recruitment of GIS Specialist:

It is, therefore, proposed to recruit one GIS Specialist to assist the TNDRRA in the achieving the overall goal of setting up of a comprehensive GIS cell and implementation of activities of Disaster Management / Disaster Risk Reduction.

Roles and Responsibilities:

The roles and responsibilities of the GIS specialist is detailed below:

1. To support TNDRRA to establish and managing Geographical Information System [GIS] Cell.
2. To create and update the State Specific State Disaster Emergency Management (SDEM) Platform on par with NDEM, to continuously update the disaster specific spatial and non-spatial data and to collect information pre and post disaster using mobile app technology in coordination with Partnering Institutions.
3. To assist in preparation of a robust methodology supported by the use of scientific tools like Geographic Information System [GIS] and Remote sensing, etc., in the field of Disaster Management.
4. Regular management of the GIS / MIS system which includes data collection, compilation, digitalization and report production on various aspects.
5. To assist in managing the TNDRRA website and develop Management Information System (MIS).
6. Provide Technical Specifications for the procurement of required software and hardware and management of digital assets for all GIS/IT Projects.

7. Compile periodic Geographic / Thematic data collected from the field and develop appropriate maps for monitoring and reporting.
8. To prepare GIS maps for decision support and documentation for obtaining environmental clearance.
9. Co-ordinate with the other specialists of TNDRRA and advisors, develop relevant hazard / risk maps for risk mitigation and management.
10. Assist in review and clearance of environmental aspects for DPRS, wherever required including preparation of necessary Environmental Assessments, Land Use Land Cover Dynamics (LULC), Environmental Management Plans for the projects and take follow up action to get the environmental clearances including CRZ.
11. Liaison with various officials of State Govt / Central Govt / Line Departments and Agencies on GIS / MIS matters.
12. Prepare necessary training modules (Disaster Management) and assist in conducting the training to the officials of all departments involved in TNDRRA activities.
13. To develop a GIS database in an updated format to provide well informed project implementation plan, project monitoring system, in addition to assist the TNDRRA to determine with great precise the CRZ status, need for required clearance, etc.,
14. To populate the SDEM platform with data taken from reliable source with the GIS layers for use in rectification and generating precise picture site and its surroundings.
15. Any other relevant activities assigned by Director, Disaster Management, TNDRRA, Chennai.

Mandatory Requirements of the GIS Specialist:

- First Class Full Time Masters Degree in Geo Informatics / Remote Sensing / Geography / Environmental Science with specialisation in GIS.
- Minimum of 6 years experience in Geospatial Data Base Management, Geographical Information Systems (GIS).
- Knowledge in handling Global Positioning System (GPS), remote sensing tools and (NDVI, EVI, MAI) satellite imageries.

- Proficiency in Computer knowledge - MS Office. Preference will be given to persons having knowledge in Web-GIS and Web-designing (PHP / Content Management System)
- Proficiency in English and Local language (Tamil) to read, write and speak.

Desirable Qualification:-

- Familiarity with working and functioning of developmental agencies (Government Departments / Local Bodies / NGOs etc.)
- Ph. D., in Geospatial Applications.

Age Limit:

30 to 45 years.

Reporting:

The GIS Specialist will have to work in the TNDRRA and report to the Director, Disaster Management, TNDRRA, Chennai.

Duration of contract.

The contract will be initially for a period of one year from the date of appointment and will be continued based on Project requirement/ staff retention. The contract period shall be extended by mutual consent of the Employer and Consultant.

Signature:

Signature:

**Thiru./Tmt. _____,
GIS Specialist.**

**Director, Disaster Management
TNDRRA.**

Place: Chennai

Date:

COST ESTIMATE OF SERVICES

1) Remuneration

GIS Specialist Name	Currency / Amount	Monthly Cost
Thiru./Tmt._____	INR / Rs.60,000/-	Rs.60,000/- per month

2) Annual Increment:

The GIS Specialist is eligible for 5% annual increment.

3) Travel Expenses:

Regarding travel expenses, the GIS Specialist shall be eligible for the TA and / or DA as applicable to Grade I Officers in the State Government of Tamil Nadu, while on tour outside the Head Quarters on Official Work.

TOTAL MAXIMUM PAYMENT

Rs.60,000/- per month plus travel expenses, if any, as defined in para 3 above.

Signature:

Signature:

Thiru./Tmt._____,
GIS Specialist.

Director, Disaster Management
TNDRRA.

Place: Chennai

Date: