

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DELHI DISASTER MANAGEMENT AUTHORITY
REVENUE DEPARTMENT (HQ)
5, SHAM NATH MARG, DELHI- 110054

F. No.1(617)/DDMA(HQ)/Appoint/PO&PC/2021/ 425

Dated: 27-02-2024

Delhi Disaster Management Authority (DDMA) intends to hire eligible individuals for the following posts, on contractual basis.

Name of post Project Officer (PO)/ District Project Officer (DPO)	No. of Posts : Eight (08) <ul style="list-style-type: none"> • 01 in DDMA (HQ) • 01 in District (Shahdara) • 01 in District (South) • 01 in District (North East) • 01 in District (West) • 01 in District (New Delhi) • 01 in District (North) • 01 in District (South East) <p>Salary Offered : Rs. 25,000/- per month consolidated Age: Not above 35 years as on date of publication of Advertisement Essential Qualifications : Masters Degree/Post Graduate in Social Work / Disaster Management / Town Planning / Social Sc. / Science/Engg./Medicine/ Management from a recognised University Institution. Period: Period of contractual appointment will be initially upto 28.02.2025 and can be further extendable after the approval of Competent Authority on the work performance and on mutual consent of both the parties.</p>
Name of post Project Coordinator	No. of Post : Fourteen (14) <ul style="list-style-type: none"> • 01 in DDMA (HQ) • 01 in District (South) • 02 in District (South West) • 02 in District (North West) • 01 in District (Central) • 02 in District (North East) • 02 in District (East) • 01 in District (West) • 01 in District (New Delhi) • 01 in District (South East) <p>Salary Offered : Rs. 20,000/- per month consolidated Age: Not above 32 years as on date of publication of Advertisement Essential Qualifications: Graduate in Social Work / Disaster Management / Town Planning / Social Sc./Science/ Engg./ Medicine/ Management from a recognised University/Institution. Period: Period of contractual appointment will be initially upto 28.02.2025 and can be further extendable after the approval of Competent Authority on the work performance and on mutual consent of both the parties.</p>

The application form & other relevant details can be viewed / downloaded from <https://ddma.delhi.gov.in/> filled applications may be submitted in the prescribed format with scanned copies of relevant documents by E-mail:- ddma.delhi@nic.in by **07.03.2024 (Thursday)**. Applications received after the due date will not be accepted. Applicants may apply district wise post specifying their preferences and application can be given for maximum 02 districts. However, selected candidates are liable to be transferred any of the districts or at Hqrs as and when required at the direction of competent authority.


SDM(DDMA)/HQ

DELHI DISASTER MANAGEMENT AUTHORITY
O/o DIVISIONAL COMMISSIONER, REVENUE DEPARTMENT (HQ),
GOVERNMENT OF NCT OF DELHI
5, SHAM NATH MARG, DELHI-110054
Email: ddma.delhi@nic.in

APPLICATION FORMAT/आवेदन पत्र

Self attested
Recent
passport size
colour
photograph.

Application for the post of/ पद के लिए आवेदन:- _____

Preference District / जिला वरीयता:- 1) _____ 2) _____ (any two)

For Project Coordinator

1. Headquarters/ मुख्यालय
2. District South / दक्षिण
3. District South West / दक्षिण-पश्चिम
4. District North West/ उत्तर- पश्चिम
5. District Central / मध्य
6. District North East / उत्तर-पूर्वी
7. District East/ पूर्वी
8. District West/ पश्चिम
9. District New Delhi/ नई दिल्ली
10. District South East/ दक्षिण-पूर्वी

For Project Officer

1. Headquarters/ मुख्यालय
2. District Shahdara / शाहदरा
3. District South / दक्षिण
4. District North-East / उत्तर-पूर्वी
5. District West / पश्चिम
6. District New Delhi / नई दिल्ली
7. District North / उत्तर
8. District South-East / दक्षिण-पूर्वी

Personal Details/ व्यक्तिगत विवरण:- _____

Name of the Applicant / आवेदक का नाम:- _____

Father's / Husband's Name/ पिता / पति का नाम _____

Date of Birth/ जन्म की तारीख _____ **Age (as on 01.08.2023)** _____

Sex/ लिंग :- _____ **Nationality/ राष्ट्रीयता:** _____

Marital Status/ वैवाहिक स्थिति: _____ **Contact No / फ़ोन नंबर :** _____

Email.ID/ ईमेल:- _____

Present Resident Address/ वर्तमान अवासीयता :-

Permanent Address/ स्थाई पता:-

Have you ever been convicted in any criminal case/

Yes / No

क्या किसी आपराधिक मामले में दोषी ठहराया है-

हाँ / ना

If Yes, Details thereof / यदि हाँ, तो विवरण दें:

Academic Qualification / शैक्षिक योग्यता :

(Matriculation Onwards)/(मैट्रिक के बाद)

(Attach attested copies of certificate)

(प्रमाण पत्र की सत्यापित प्रतियों को संलग्न करें)

S. No/ क्रमांक	Qualification योग्यता	Name of the School/ College/ Institute / स्कूल / कॉलेज / संस्थान का नाम	Board/ University/ बोर्ड / विश्वविद्यालय	% age of marks obtained / अंकों का प्रतिशत	Division/ श्रेणी

Past Experience / अनुभव (if any)

(Starting from present) / वर्तमान से

(Attached attested copies of certificates)

(प्रमाण पत्र की सत्यापित प्रतियों को संलग्न करें)

S. No/ क्रमांक	Name of the Farm/ Organisation / संगठन का नाम	Place of Posting / पोस्टिंग की जगह	Job Responsibilities/ विवरण	Total Experience / कुल अनुभव (In years & months)	Period / अवधि	
					From	To/

Note Add additional Sheet , If required

(यदि आवश्यक हो तो अतिरिक्त शीट जोड़ें)

Any Other information/ अन्य जानकारी : _____

Write up (not more than 100 Words)

(100 से अधिक शब्द नहीं)

“ Your understanding on Disaster Management & Its necessity” (आपदा प्रबंधन पर आपकी समझ)

Declaration / घोषणा:-

I hereby declare that all the contents given above are true to the best of my knowledge & belief and nothing has been conceal there from. Further, it is to certify that I have not been convicted in any criminal case and bear a good health / मैं इसके द्वारा घोषित करता हूं कि ऊपर दिया हुआ विवरण सत्य हैं और कुछ भी छिपा नहीं है। यह प्रमाणित करना है कि मुझे किसी भी आपराधिक मामले में दोषी नहीं ठहराया गया है और मेरा अच्छा स्वास्थ्य है।

Date / दिनांक :

Signature of the Applicant / (आवेदक के हस्ताक्षर)

1. Note/:-1. Wherever applicant self attested photocopies of certificate must be enclosed with the application form. (प्रमाण पत्र की सत्यापित प्रतियों को संलग्न करें)
2. Application for each post should be send separately. (प्रत्येक पद के लिए आवेदन अलग से भेजा जाना चाहिए।)