



F. No. 01-03/2024-Admn
Government of India
NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi –110 029
Tel. No. 26701700



Dated: 09-04-2026

Sub: Advertisement for the position of Senior Consultant (Biological & Public Health Emergencies) in National Disaster Management Authority (NDMA) on contract basis.

NDMA invites applications from Indian national having requisite qualification and experience for following positions: -

Sl. No.	Name of Position	Post in Nature	No. of Vacancy	Educational Qualification	Post Qualification Experience	Max. Age Limit
1.	Senior Consultant (Biological & Public Health Emergencies)	Contractual	01 (One)	Essential: - Master's Degree in any discipline from a recognized University/Institution. Desirable: - PhD in related subject of Biological & Public Health Emergencies	Essential: - Minimum 08 Years experience in: - <ul style="list-style-type: none">Hospital safety and disaster managementBiological/public health emergenciesPolicy development and national-level coordination Desirable: - <ul style="list-style-type: none">International exposure (WHO/ADPC/PAHO)Experience in training, simulations, and technical documentation	50 years for Senior consultant (retired Govt. employee, maximum age limit is 62 years)

- Remuneration Band** Rs. 1,25,000/- - Rs. 1,75,000/- for Senior Consultant, Remuneration in respect of retired Government employee engaged as a Consultant shall be regulated as per Ministry of Finance, Department of Expenditure O.M. No. 3-25/2020-E.III.A dated 09th December, 2020.
- The detailed terms and conditions and eligibility criteria (educational qualifications, age, experience etc) for engagement of above position are indicated in the Term of References (ToR) and may be seen on NDMA website at <http://ndma.gov.in>.
- Essential /desirable educational qualifications and experiences will be verified with original certificates.
- Interested individuals may apply for the position online through NDMA website within **20 days** from the date of publication of advertisement on NDMA website.
- Applications will be considered only once applicants apply through NDMA job portal (<http://ndma.gov.in>). No other means of application will be considered. For any assistance to apply online, kindly call @ 9958136496/ 9873997934.**

Important note: Incomplete application will not be considered and NDMA reserves the right to reject such applications without assigning any reason.

(Abhishek Biswas)
Under Secretary (Admn)

Terms of Reference

for the position of Senior Consultant – Biological & Public Health Emergencies (BPHE)

1	Background	<p>NDMA, under the Disaster Management Act, 2005, is mandated to lay down policies and guidelines for disaster management in India. Biological and Public Health Emergencies—including pandemics, zoonotic diseases, and AMR—require strengthened preparedness under the NDMP 2019 and CBRN framework, with MoHFW as the nodal ministry.</p> <p>NDMA seeks to engage a Senior Consultant (BPHE) to provide technical and strategic support for strengthening national preparedness, with a focus on hospital safety, coordination, and monitoring systems.</p>
2	Nature of Job	<p>Contractual</p> <p>Individual Senior Consultant to be engaged initially for 3 years for providing services on specific projects as per requirement of the Division. Year to Year continuation is subject to performance review during these three years.</p>
3	No. of Position	01
4	Job Description	<p>The Senior Consultant will:</p> <ul style="list-style-type: none"> • Integrate biological and public health risks into NDMP and State/District Disaster Management Plans • Develop and update national guidelines, SOPs, and advisories for biological emergencies • Serve as technical interface between NDMA and MoHFW, and facilitate inter-ministerial coordination under CBRN • Strengthen hospital safety through HDMPs, Hospital Safety Index (HSI), and IPC frameworks • Design and implement capacity-building programmes, including training modules, mock drills, and simulation exercises • Support Hazard, Vulnerability and Risk Assessment (HVRA) and develop preparedness indices for States/UTs • Develop response frameworks for pandemics and biological incidents, including EOC coordination and logistics planning • Establish monitoring & evaluation frameworks, conduct SDMA/DDMA reviews, and undertake gap analysis • Document best practices, develop policy briefs, and maintain knowledge repositories • Support risk communication, community awareness, and alignment with international frameworks (IHR, Sendai Framework) • Strengthened national preparedness for biological emergencies • Improved hospital safety and health system resilience • Enhanced inter-ministerial coordination under CBRN framework
5	Task, Responsibilities & Deliverables	<ul style="list-style-type: none"> • National guidelines, SOPs, and advisories • Integration of biological risks into DM Plans • Training modules and mock drill reports

		<ul style="list-style-type: none"> • Preparedness assessment tools and state review reports • M&E frameworks and gap analysis reports • Policy briefs, technical papers, and knowledge products • International alignment and consultation reports
6	Education & Qualification	<p>Essential: – Master's Degree in any discipline from a recognized University/Institution.</p> <p>Desirable- PhD in related subject of Biological & Public Health Emergencies.</p>
7	Relevant Work Experience	<p>Essential: - Minimum 08 Years experience in:</p> <ul style="list-style-type: none"> • Hospital safety and disaster management • Biological/public health emergencies • Policy development and national-level coordination <p>Desirable:-</p> <ul style="list-style-type: none"> • International exposure (WHO/ADPC/PAHO) • Experience in training, simulations, and technical documentation
8	Competencies	<ul style="list-style-type: none"> • Strong technical expertise in BPHE • Policy drafting and analytical skills • Inter-agency coordination capability • Training and communication skills
9	Age limit	<p>50 Years, (62 years in respect of retired Govt.Officials) *Remuneration, Allowances, Leave entitlements, Maximum term of appointments in respect of retired state Government employees will be same as the retired Central Government employees are entitled to when engaged as Consultants on Contract basis in NDMA*</p>
10	Remuneration Band	<p>Rs .1,25,000 – Rs.1,75,000/- **Remuneration, Allowances, Leave entitlements, Maximum term of appointments in respect of retire Central & State Government employees engaged as Consultant on Contact basis in NDMA shall be regulated as per provisions laid down in MoF, DoE OM No. 3-25/2020,E.III.A Dated 09/12/2020 **</p>
11	Reporting Mechanism	<p>The Senior Consultant shall report to the Member/Advisor/JS (CBRN Division), NDMA</p>
12.	Termination of Contract	<p>The engagement of Consultants at NDMA is of a temporary nature and NDMA can terminate the contract at any time without prior notice and without providing any reason for it. However, their continuation in their respective position beyond the first and second year would be contingent on a satisfactory Annual performance Review based on clarity defined Key Performance Indicators. However, no extension will be given beyond the age of 65 years.</p>