

**Terms of References
For**

Chief Consultant

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	Chief Consultant, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Overall technical authority on all ULMMC projects and activities.

Background:

ULMMC is an autonomous institution; registered under Societies Registration Act 1860. The center will serve on PAN India basis as a Centre of Excellence to provide sustainable solutions for landslide mitigation and management.

Landslide occurrences are very common in the Himalayan region largely because of its complex geology, tectonic instability, continuous erosion by rivers and streams, and high-intensity rainfall substantiated by upcoming hill development activities. Though the loss of life and property due to earthquakes and floods in India are much more than landslides, however, landslide occurrence being more frequent is considered to be a major geological hazard that adversely impacted the society. The Himalayan mountain belt is quite dynamic and active towards subsidence, rock fall, debris flow, avalanches etc. and the means of mitigation and/or corrective measures are scarce.

The state of Uttarakhand is one of the fast growing/developing states and have a huge tourist and pilgrims' influx. Therefore, good road connectivity, safe travel, parking, stay arrangements for tourists, solid waste management, black & grey water management/drainage are some key aspects to be addressed properly. Also, as a result of increasing urbanization in hilly terrains, slopes are being disturbed due to various construction activities particularly the road and building construction that facilitate the landslide activities.

It is utmost important to carefully coop up with the development activities without harming our environment, life(s) & property(s). Hence, there is a need to establish a center for Landslide Mitigation and Management to conduct landslide related research and investigations for landslide risk reduction through hazard/risk estimation, modelling, instrumentation and cost-effective mitigation measures integrated with long term solution comprising of various control measures that may suitable for a particular site. The main concerns under landslide disaster mitigation are spatial prediction of landslide hazard & risk assessment, modelling of landslide dynamics for efficient mitigation measures and development of early warning system along with sustainable slope stabilization works.

Person Specification:

- The minimum qualification required is “PG in Geotechnical Engineering/Soil Mechanics & Foundation Engineering with minimum 15+ years of experience in slope stabilization and landslide mitigation /Flood Protection Measures”.
- Work experience in hilly terrain is preferable.
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Superior networking capability, paired with strong interpersonal and diplomatic skills; substantive ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- **Age limit:** <60 years
- **Salary:** as per departmental scale (on deputation)/ Rs.2,50,000 Consolidated (Contractual)

Roles & Responsibilities:

- Setting up long and short-term project goals under ULMMC objectives.
- End to end Supervision and monitoring of projects and progress review.
- Ensure timely completion of projects.
- Evaluation of mitigation measures schemes under ULMMC
- Preparation and Review of DPRs
- Bringing external projects on consulting mode
- Negotiating with vendors and clients
- Guiding the staff to achieve organizational goals.
- Any other work assigned as per direction of Competent Authority.

**Terms of References
For**

Principal Consultant

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	Principal Consultant, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Engineering, technical consultation for all ULMMC projects and activities.

Background:

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Person Specification:

- **The minimum qualification required is PG in Geotechnical Engineering/Soil Mechanics & Foundation engineering/ Structural Engineering with minimum 10 years+ relevant experience in landslide mitigation.**
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Superior networking capability, paired with strong interpersonal and diplomatic skills; substantive ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- Work experience in Landslide mitigation and Slope Stabilization work in Himalayan terrain, worked as Team Leader/Project Leader in Projects of Govt. or reputed organizations or equivalents
- **Age limit:**<60 years
- **Salary:** as per departmental scale (on deputation)/ Rs.200000 Consolidated (Contractual)

Roles and Responsibilities:

- Assigning tasks to engineers and drafting and preparing DPR alongwith subject experts
- Project report preparation and review of technical reports
- Coordinating implementation of mitigation measures at landslide sites.
- Analysis and recommendation of mitigation measures at landslide sites.
- Coordinate project activities with site Engineers.
- Any other work assigned as per direction of Competent Authority.

Terms of References
For
IT Expert

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	IT Expert, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Managing and optimizing the technology infrastructure and operations to support all ULMMC projects and activities.

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Person Specification:

- **The minimum qualification required is B.Tech (IT/Comp Sc.)/MCA with minimum 4 years of experience in handling servers and website management.**
- Managing IT issues of the department/ ULMMCcenter
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Superior networking capability, paired with strong interpersonal and diplomatic skills; substantive ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- **Age limit:**<60 years
- **Salary:Salary:** Rs.60000/- consolidated(contractual)/as per departmental scale (on deputation)

Roles and Responsibilities:

- Develop, implement, and maintain robust IT and MIS system aligned with ULMMC requirement.
- Ensure optimal management of databases to enhance performance and reliability.
- Ensure seamless integration of IT and MIS with existing systems and databases.
- Oversee IT infrastructure, including hardware, software, and network components, to ensure seamless operations.
- Perform regular servicing and maintenance of IT requirements.
- Maintain comprehensive documentation of the MIS, including technical specifications, user guides, and training materials, Ensuring computer systems, servers, and networks run smoothly and efficiently.
- Providing technical support to employees by solving issues related to software, hardware, or network.
- Conduct online meeting, Management of website.
- Providing real-time troubleshooting for connectivity, audio, video, and software issues during the meeting.
- Development of information database related to landslides
- Any other work assigned as per direction of Competent Authority.

**Terms of References
For
Geologist**

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	Geologist, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Geological study of landslides sites for all ULMMC projects and activities.

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Person Specification:

- **The minimum qualification required is PG in Geology with minimum 5 years of experience in slope stabilization works.**
- Working expertise in various geological issues.
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Superior networking capability, paired with strong interpersonal and diplomatic skills; substantive ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- **Age limit:** <60 years
- **Salary:** Rs.80000/- (contractual)/as per departmental scale (on deputation)

Roles and Responsibilities:

- Study the Earth's physical materials and processes, including rocks, minerals, fossils, and the Earth's crust structure
- Planning and conduct geological field research and survey.
- Collect rock, soil, and water samples from various environments. This includes mapping geological features, taking measurements, and conducting surveys in both outdoor and sometimes hazardous locations
- Analyze laboratory samples, satellite data, and geological maps. Use computer modeling to predict geological phenomena and trends, Development of landslide database and maintain record of landslides in Uttarakhand Himalaya
- Evaluate mineral, water, and energy resources. Provide assessments to determine the feasibility of extraction projects such as mining or drilling.
- Engineering geological study of landslides sites, Prepare geological map at larger scale
- Study the effects of human activity on the environment, including mining, construction, and other industrial projects. Provide solutions to minimize environmental damage, Advises engineers on site selection for any constructional activity
- Any other work assigned by the direction of competent Authority.

**Terms of References
For**

Design Engineer

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	Design Engineer, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Design of structures using advanced software for all ULMMC projects and activities.

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Person Specification:

- **The minimum qualification required is PG in Geotechnical/Structural/Hydrology Engineering with minimum 5 years' of relevant experience.**
- Working experience assisting subject expert in design/detail/field work
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Superior networking capability, paired with strong interpersonal and diplomatic skills; substantive ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- **Age limit:** <60 years
- **Salary:** Rs.90000/- Consolidated(Contractual)

Roles and Responsibilities:

- Landslide site visits and report preparation for mitigation plan
- Landslide field investigation and DPR preparation
- Determination of geotechnical properties of soil/rocks in the laboratory
- Slope stability analysis using versatile software and design of landslide control measures
- Design of structures using advanced software.
- Evaluation of project costs.
- Assigning tasks to quality engineers for monitoring the construction activities at site and report preparation.
- Establishment and maintenance of Geotechnical laboratory.
- Any other work assigned as per direction of Competent Authority.

**Terms of References
For
AutoCAD Expert**

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	AutoCAD Expert, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	1
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Making and drawings and detailing for all ULMMC projects and activities.

Background:

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Person Specification:

- **The minimum qualification required is Diploma in Civil Engineering with Proficiency in CAD design with minimum 5 years of post-diploma experience.**
- IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.
- Ability and presence to represent ULMMC, as well as to interact effectively with senior management.
- **Age limit:** <60 years (if on deputation)
- **Salary:** Rs.40000 (contractual)

Scope of Work:

- To create technical drawings based on given specifications and calculations.
- To incorporate the specifications into drawings and plans that may be used in the manufacture, maintenance or repair of the structure.
- To calculate structural strength, assessing building capacity limits and estimating construction costs.
- Design plans using computer-aided design and drafting (CAD) software
- To produce blueprints and plans for structural projects.
- Help design products with engineering and manufacturing techniques
- Add details to architectural plans from their knowledge of building techniques
- Work from rough sketches and specifications created by engineers and architects
- Specify dimensions, materials, and procedures for new products
- Prepare multiple versions of designs for review by engineers and architects
- Work under the supervision of engineers or architects
- Draft and prepare layout drawings of the given structures, components and devices.
- Produce draft designs and diagrams according to the given specifications
- Assist and coordinate with designers and engineers.
- Prepare drawings for sheet metal components, Prepare drawings and diagrams for electrical devices and installations.
- Collaborate with designers, constructors and engineers on projects.
- Calculate dimensions and allowances with accurate precision
- Compile data and specifications sheets.
- Revise drawings and layouts to accommodate changes and enhancements.
- Accommodate safety procedures and issues in installation and construction drawings
- Any other relevant task assigned

**Terms of References
For
Multi-purpose Worker**

Uttarakhand Landslide Mitigation and Management Center – (ULMMC)

Job Title:	Multi-purpose Worker, Uttarakhand, Dehradun
Location:	ULMMC, Uttarakhand, Dehradun
Number of Post:	2
Contract term:	One year with possibility for extension
Start date:	Immediately
Responsible to:	Director General, Additional Director General, Director-ULMMC, Reporting Officer
Responsible for:	Carrying out day to day works required in the office, General Support function of ULMMC center.

Background:

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Person Specification:

- The minimum qualification required is **10+2 (Intermediate), with of At least 03 years post qualification experience**
Salary- INR 15000/- consolidated (contractual)

Scope of Work:

- a) Opening and closing of ULMMC.
- b) Assisting in daily based and routine ULMMC operations in the premise
- c) Maintenance of cleanliness and hygienic conditions in the premise.
- d) Arrangement for drinking water in the ULMMC
- e) Distribution of files/documents in the required departments.
- f) Any other ULMMC center related miscellaneous activities as assigned.