



National Disaster Risk Management Fund
(A company set up under section 42 of the Companies Act 2017)
Making Pakistan Resilient

TEMPORARY VACANCIES ANNOUNCEMENT

National Disaster Risk Management Fund (NDRMF) is a government-owned not-for-profit company, established under Section 42 of the Companies Act 2017. It provides grant financing for projects that contribute to enhancing Pakistan's resilience to climatic and other natural hazards and to strengthen the government's ability to quickly respond to disasters triggered by natural hazards.

NDRMF requires the services of a contingent staff for following Islamabad based position on fixed 06 months' contract:

S #	Position	Required Qualification & Experience (TORs available on website www.ndrmf.pk "Career Section")
1.	Technical Team Lead - NatCat Risk Modeling & Data Centre (One position – fixed 06 Months) No age limit	Qualification: MS/Phd (Minimum 16 years education) in GIS & RS, Geo-Informatics, Spatial Data Science, Hazard/Natcat Risk Modeling, GIS Modeling, GIS Development and programming. Experience: (i) At least 10 years industry experience in managing data centers or large-scale GIS/RS based risk assessment projects. (ii) Expert in GIS/IT/SDI infrastructure, operating systems, configurations, and IT applications. (iii) Prior expertise of similar projects (at least 5 years) in managing GIS / Spatial Data Centers and expert knowledge of Web-GIS, Mobile-GIS, AI, and ML applications. (v) Expertise in Hazards Modeling (Geophysical and Hydro-meteorological) and strong understanding of related GIS/RS tools and techniques. (vii) Proficient in risk management methods, business impact analysis, countermeasures, and contingency arrangements. (viii) Proficient in Configuration Management for precise control over GIS/IT assets and components (ix) Proficient in understanding GIS/RS Infrastructure Architecture, frameworks, and principles. (x). Proficient in cloud/virtualization principles and applications, including security implications. Familiar with government, corporate, industry, and professional standards, policies, regulations, and codes of conduct. (xi) Demonstrated ability to deliver high-quality outputs under pressure and within tight schedules. (xii) Demonstrated ability to work effectively with Government officials, technical staff, and other stakeholders. (xii). Strong written and oral communication skills, with the ability to make effective presentations to diverse audiences.
2.	Research Analyst (One position – fixed 06 Months) Age limit: 18 to 35 years	Qualification: Minimum Bachelor's degree in a relevant field (e.g., environmental studies, disaster management, economics, social sciences). Experience: (i) Strong research and analytical skills with a demonstrated ability to conduct literature reviews and data analysis. (ii) Knowledge and understanding of Environmental risk assessments and climate change. (iii) Proficiency in statistical analysis software and tools. (iv) Excellent written and verbal communication skills. (v) Experience in conducting fieldwork, interviews, and surveys is preferred. (vi) Ability to work independently and collaboratively within a team. (vii) Prior experience in research or analysis related to environmental risk assessment and climate change is desirable.

Terms & Conditions:

- (i) Interested candidates **MUST** apply ONLINE using an Application Form, available at "www.ndrmf.pk" "Career Section" by entering the required credentials on the online application form and attaching scanned copies of their CV, CNIC, educational & experience certificates, latest by **29th February, 2024** before closing of office hours i.e. 1700 hours. No need to send hardcopy of CV and documents.
- (ii) Only shortlisted candidates will be contacted for further evaluation and interviews.
- (iii) All candidates must have Higher Education Commission Verified/Equivalent Qualifications. Foreign qualified candidates must submit equivalence certificate(s) from Higher Education Commission. A selected candidate shall be required to submit HEC Verified Degree(s) before entering into employment,

- upon selection
- (iv) NDRMF is an equal opportunity employer and encourages applications from qualified individuals regardless of gender, age, disability status.
 - (v) NDRMF has the right to defer or cancel the recruitment process of any position(s), at any stage, without assigning any reason.

HEAD OF HUMAN RESOURCES

National Disaster Risk Management Fund
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