

3.4. Help-Desk for interacting with farmers, officials and others

Besides data dissemination through IT enabled services, a Help-Desk is proposed to be managed 24x7 in three shifts with employee strength of 18 personnel, to start with internal/ external (outsourced) Human Resource. Based on response and call volume from users, the number of personnel shall be increased in each shift as and when required. The employee distribution at the Help-Desk will be as follows:

- 1st Shift (Morning) (06 AM to 02 PM) - 8 Personnel
- 2nd Shift (Afternoon) (02 PM to 10 PM) - 8 Personnel
- 3rd Shift (Night) (10 PM to 06 AM) - 2 Personnel

3.5. Employee Qualification:-

The details of Required Qualification, experience and Responsibilities for direct recruitment of each post is given below:-

Field of Interest	Technical Employee	No of Posts	Qualification	Responsibilities
Director		01	The incumbent must have at least 10 years of experience in a senior position under Government of Bihar with at least 03 years of experiences in Indian Administrative Service and minimum 01 year of experience in administrative activities in related Institution / Society of Bihar (Last held position should not be lower than Director / Joint Secretary or equivalent level). Less than 62 years of age on the date of joining & will work upto 65 years.	Co-ordinating and guiding all activities relating to the Department/ Society. He will be act as Chief Executive of the Society. Experience in Leading/ managing a team of domain experts. Experience of running the financial activities of societies under the aegis of Government of Bihar for at least 5 years.

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Joint Director (Technical)	1	Master Degree in Earth Science / Meteorology / Climatology / Atmospheric Science/ Applied Geology/ Environmental Science with PhD in relevant field. At least 10 years of relevant working / Research Experience.	Co-ordinating and guiding technical work, assisting director in conducting meeting / workshop, Guiding Help-Desk Operations, interacting with external agencies. Developing collaboration with National and International Agencies and any other responsibilities as decided.
Administrative Officer	1	Post Graduate in Management/ Executive Management with specialisation in HR having at least 10 years of administrative experience preferably in government sectors / under the aegis of government. Or Retired Personnel from GoB not below the rank of Dy. Secretary or Dy. Director (DES). Or deputation from GAD, GoB.	Coordinating and guiding the team of professionals in all administrative matters of the organisation /society. Should be responsible for all administrative matters including establishment, discipline, official tours etc.

Financial Controller		1	Chartered / Cost Accountant with at least 08 years of experience or MBA Finance from reputed institute with NIRF ranking having 10 years of experience of leading all financial activities in a reputed organization or in government / semi government sectors. Or Retired GoB Personnel at least 10 years experience as Finance Officer. Or Deputation from Finance Department, GoB.	Should be responsible for all financial activities of BMSK including Budget preparation, Wage and salary administration, maintenance of books of accounts etc.
Geology	Senior Scientific Officer (Senior Scientist)	1	Master Degree in Geology/ Geophysics/ Applied Geology/ Earthquake Engineering with Ph.D in relevant field with at least 8 Years of relevant working/ research experience.	Monitoring Geological Hazards activity in the state like, Seismic activity, landslide etc and providing Technical information and advises. Installation and maintenance of Seismic monitoring Stations in the State, Guiding and supervising Seismic data collection, processing, report generation.






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Hydro-Meteorology	Senior Scientific Officer (Senior Scientist)	1	Master Degree in Meteorology/ Climatology/ Hydrology/ Atmospheric Science with Ph.D in relevant field, at least 8 Years of relevant working/ research experience in Weather Forecasting/ model Development.	Developing, testing and operationalizing weather forecast model for Bihar Monitoring weather condition and providing technical guidance and support for alert and advisory generation. Providing Technical Support to Hydrology team to develop Flood forecast model for different basins in Bihar.
	Scientific Officer (Scientist)	1	Master Degree in Meteorology/ Climatology / Atmospheric Science with Ph.D in relevant field with at least 5 years of relevant working / research experience in Weather Forecast, model development/ Operationalization and weather data analysis.	Weather Forecast Modeling/ Analysis of Historical weather data / Hydro-Met Risk Zone mapping, assessing the weather forecast from different agencies, Report Generation, Information and Advisory generation.
Meteorology / Climatology	Junior Scientific Officer (Junior Scientist)	2	Bachelor Degree in Environment Science /Physics / Mathematics / Statistics with at least 2 years of relevant working / research experience. However Master Degree in the relevant Subject will be preferred.	Field Visits for calibrating the Hydro-Met Stations, weather data processing and analysis, assisting in weather forecast model development and tasting, in report generation and any other responsibilities as decided.

Hydrology	Scientific Officer(Scientist)	1	Master Degree in Hydrology / Water Resource with Ph.D in relevant field. At least 5 years of relevant working / research experience.	Analysis of Historical data, Risk Zone mapping, Report Generation, Information and Advisory generation w.r.t Hydrological Hazards and any other responsibilities as decided.
	Junior Scientific Officer (Junior Scientist)	2	Bachelor Degree in Civil Engineering with Hydrology/Water Resource as a Core subject with at least 2 years of relevant working / research experience. However Master Degree in the relevant Subject will be preferred.	Field Visits for risk zone mapping, data processing, analysis, assisting in report generation and any other responsibilities as decided.
Seismology	Scientific Officer(Scientist)	1	Master Degree in Geology / Geophysics/ Earth Science/ Applied Geology/Earthquake Engineering with Ph.D in relevant field with at least 5 years of relevant working / research experience.	Supervising the maintenance of Seismic Observatories, Data processing, vulnerability mapping, Report generation, Information and Advisory generation w.r.t Geological Hazards. And any other responsibilities as decided.

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Seismology	Junior Scientific Officer (Junior Scientist)	2	Bachelor Degree in Geology / Earth Science/ Applied Geology/ Geo physics with at least 2 years of relevant working / research experience. However Master Degree in the relevant Subject will be preferred.	Field Visits for calibrating and maintenance of Seismic Observatories, assisting in vulnerability mapping, data processing and analysis, assisting in report generation. And any other responsibilities as decided.
Remote sensing & GIS Applications	Scientific Officer (Scientist)	1	Master Degree in Earth Science/ Geology/ Geography/ Geo-Informatics/ Disaster Management/ Geomatics/ Remote Sensing- GIS (RS GIS) with RS-GIS as one of the optional Core Subject. 5 Years of working/ Research experience in application of RS & GIS However Ph.D degree in the relevant field will be preferred.	Generating necessary thematic maps and layers, satellite image processing, data processing, deriving RS indices, report generation and any other responsibilities as decided.
	Junior Scientific Officer (Junior Scientist)	2	Bachelor Degree in Geomatics / Remote Sensing and GIS / Geo-Informatics/ Geography* with at least 2 years of relevant working/ research experience. (*For Graduate in Geography, minimum 1 Year PG Diploma or higher/ Masters Degree in Remote Sensing and GIS is required) However Master Degree in the relevant Subject will be preferred.	Generating thematic maps and layers, satellite image processing, data processing, report generation. And any other responsibilities as decided.

Database Management & Networking	Scientific Officer (Scientist)	1	Bachelor Degree in Computer Science/ IT with 05 years' of relevant experience in Database Management / Computer Networking / Application Development or Master in Computer Application/ Computer Science/ IT with 3 years' of relevant experience in Database Management / Computer Networking / Application Development	System Administration, Networking of Computers and other Electronic Equipment and maintenance, Database Management, Data mining, customized Application Development, Automizing the data processing and report generation, providing necessary IT related support to all the activities of BMSK and any other responsibilities as decided.
Information Dissemination	Scientific Officer (Scientist)	1	Master Degree in Earth Sciences/ Geology/ Applied Geology/ Hydrology/ Geo-Informatics/ Mass Communication /Atmospheric Science with Ph.D in relevant field with at least 5 years of relevant working/ research experience.	Imparting Training, guiding and coordinating the Help-Desk for Communicating the information and advisories to the public and media w.r.t. various hazards. Coordinating Information/ Report Generation and dissemination through ICT enabled platform and social media and any other responsibilities as decided.

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Information Dissemination	Junior Scientific Officer (Junior Scientist)	2	Bachelor Degree in Public Relation or Bachelor Degree in Mass Communication / Journalism / Public Relation with at least 2 years of relevant working / research experience. However Master Degree in the relevant Subject will be preferred.	Collecting relevant information and assisting the Help-desk team for information and advisory dissemination to the end user w.r.t. various hazards. And any other responsibilities as decided.
	Senior Scientific Assistant/ Senior Technical Assistant	8	Bachelor degree in Electronics/ Computer Science/ BCA, 02 or more years Diploma in Computer Science, PGDCA, PGDCM, Certified Network Admin Professionals with at least 02 years of relevant working experience	Assist Scientific Officers for data processing, report generation, dissemination, help desk operations. Coordinate with Field/Scientific Assistant for managing and calibrating field instruments and any other responsibilities decided.
	Field/ Technical/ Scientific Assistant	16	Bachelor Degree in Meteorology/Geology/ Physics/ Computer Science/ Electronics / Disaster Management	For Maintaining the Equipment in the Field, assisting Helpdesk operations, data processing and report generation and dissemination. And any other responsibilities decided.