



# MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

Regd. Address: House No. L/ A-56 Lower Nongrim Hills,

Shillong, East Khasi Hills, Meghalaya- 793003

(CIN No. U75144ML2012NPL008509)

Phone: +91-364- 2522921/2522992

Website: [www.mbda.gov.in](http://www.mbda.gov.in), E-mail: [admin.mbda@gov.in](mailto:admin.mbda@gov.in)

## ADVERTISEMENT

MBMA (HR-JICA)/98/2019/ I I

Dated Shillong the, 24<sup>th</sup> February, 2020

The Meghalaya Basin Management Agency (MBMA) invites applications from eligible candidate in prescribed format to fill up the following positions on contractual basis. The application form, advertisement and notification are available on the MBMA's website <https://www.mbda.gov.in>

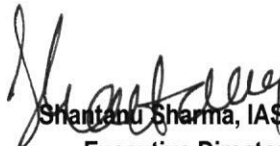
### 1. Positions:

Sl. No.	Name of the Position	Pre-requisite Qualification	Experience & Skills Required	Job Location	Monthly Emolument
1.1	<b>Technical Specialist (Geographic Information System &amp; Remote Sensing)</b>	<ul style="list-style-type: none"> <li>- Master Degree in Remote Sensing and GIS are preferred.</li> <li>- Post Graduate Diploma in RS &amp; GIS is a must for the following disciplines; Master Degree in Geo-informatics, Earth Science, Cartography, and Geography, Forestry.</li> </ul>	<ul style="list-style-type: none"> <li>- Minimum 7 years of experience in management and mapping of GIS and Remote Sensing.</li> <li>- Experienced in different types of Geospatial Data and standards with strong knowledge of ESRI suite of products and AutoCAD Map.</li> <li>- Experience of Land Cover/land use mapping and web-based map viewers and mapping tools</li> <li>- Having experience in GIS &amp; RS and Drone or UAV operation with proficient in GIS based mapping will be preferred</li> <li>- Knowledge of Defines image understanding software will be asset for this position.</li> <li>- Demonstrated history of providing training, coaching and mentoring to local counterpart staff is a plus.</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>- Good written and verbal communication skills.</li> <li>- Thorough knowledge in GIS Data conversions.</li> <li>- Good technical expertise in computing and GIS software operation.</li> <li>- Strong knowledge in GIS databases and GIS software.</li> <li>- Computer literacy with general MS package, spread sheet, and data analysis.</li> </ul> <p><b>Requirement:</b></p> <p>The work will entail frequent travelling to the project cluster/village.</p>	Shillong	Rs.55,000/-
1.2	<b>Technical Specialist (Drone/ UAV)</b>	<ul style="list-style-type: none"> <li>- Graduate or Post-Graduate in any disciplines with Diploma/Certificate course training in Drone/UAV operation will be preferred.</li> <li>- UAV/Drone Pilot</li> </ul>	<ul style="list-style-type: none"> <li>- Minimum 3 years of experience in aerial drones, RC plane, photography and knowledge of processing Drone/UAV (Unmanned Aerial Vehicles) application software.</li> <li>- Expert in operating Drone/UAV and developing onsite flight plans to best obtain the required data.</li> <li>- Knowledge of mapping concepts and techniques, as well as working with imagery and various geospatial data formats is preferred.</li> <li>- Knowledge and understanding of AAI, Directorate General of Civil Aviation (DGCA) rules and regulations is a plus.</li> </ul>	Shillong	Rs.55,000

Current Office Address: Meghalaya Basin Development Authority/Meghalaya Basin Management Agency  
C/o Meghalaya State Housing Financing Co-operative Society Ltd. Campus, Nongrim Hills, Shillong-793003

		License from any recognised institute is a must for applying this position.	<b>Skills:</b> -Good written and verbal communication skills. -Good technical expertise in Drone/UAV and GIS operation. -Computer literacy with general MS package, spreadsheet, and data analysis. <b>Requirement:</b> The work will entail frequent travelling to the project cluster/village.		
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2. Notification and prescribed application form can be downloaded from the website, **www.mbda.gov.in** or can be obtained free of cost from the O/o Meghalaya Basin Management Agency, C/o Meghalaya State Housing Cooperative Society Ltd. Campus, Nongrim Hills, Shillong "or" from any of the Office of the Deputy Commissioner & Chairman, Basin Development Unit at the 11 (eleven) district headquarters.
3. The above positions are on contractual basis. Details about the pre-requisite qualifications and experience for the above positions may be seen in the notification.
4. Candidates are advised to read carefully the eligibility criteria and other conditions prescribed for each post before applying.
5. Application form duly filled along with self-attested credentials should only be submitted to the **O/o Meghalaya Basin Development Authority, Nongrim Hills, Shillong, Meghalaya – 793003** 'or' at the **O/o Basin Development Unit (BDU)/ District Project Management Unit (DPMU), of the 11 (eleven) District Headquarters, Meghalaya.**
6. For out station candidate, the duly filled application form and documents may be submitted via e-mail to [recruitmentmbda@gmail.com](mailto:recruitmentmbda@gmail.com) clearly indicating name of the position in the subject line. Alternatively, hard copy of the filled application and documents can also be sent by post/courier addressed to; **Meghalaya Basin Development Authority, Nongrim Hills, Shillong, Meghalaya – 793003**
7. Last date for receipt of applications is **14<sup>th</sup> March 2020 (upto 5.00 p.m.)** and no application received after the last date will be considered. MBMA will not be responsible for any kind of postal loss or transit delay.

  
**Shantanu Sharma, IAS**  
**Executive Director**

**Meghalaya Basin Management Agency**





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## NOTIFICATION

MBMA (HR-JICA)/98/2019/ 12

Dated Shillong the, 24<sup>th</sup> February, 2020

The Meghalaya Basin Management Agency (MBMA) invites applications from eligible candidate in prescribed format to fill up the following positions on contractual basis. The application form, advertisement and notification are available on the MBMA's website <https://www.mbda.gov.in>

### 1. Positions:

Sl. No.	Name of the Position	Pre-requisite Qualification	Experience & Skills Required	Job Location	Monthly Emolument
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Current Office Address: Meghalaya Basin Development Authority/Meghalaya Basin Management Agency  
C/o Meghalaya State Housing Financing Co-operative Society Ltd. Campus, Nongrim Hills, Shillong-793003

		License from any recognised institute is a must for applying this position.	<b>Skills:</b> -Good written and verbal communication skills. -Good technical expertise in Drone/UAV and GIS operation. -Computer literacy with general MS package, spreadsheet, and data analysis. <b>Requirement:</b> The work will entail frequent travelling to the project cluster/village.		
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## 2. Essential Skills:

- 2.1 Good communication skills, written and verbal as well as familiarity with Word Processing, Spread Sheets and Power Presentation are essential for all position.

## 3. Age Limit:

- 3.1 For both position the age limit is 30 to 45 years.

## 4. Place of Posting:

- 4.1 Selected candidates shall be posted at the location mentioned above and shall be stationed within the project cluster/village.

## 5. Remuneration:

- 5.1 The monthly emolument shall be as mentioned above.  
 5.2 House Rent Allowance (HRA) & Mobile Allowance will be included additionally as may be admissible from time to time.  
 5.3 EPF contributions from both employee and employer.

## 6. Period of Contract:

- 6.1 Selected candidates shall be given a one (1) year contract. The contract may be renewed subject to the satisfaction of MBMA and continuance of the project.  
 6.2 A detailed document of terms and conditions of engagement would be provided to the selected candidates and a deed agreement would have to be signed by the selected candidates with the MBMA to that effect.

## 7. Prescribed Application Form:

- 7.1 Prescribe application form can be downloaded from MBDA website, [www.mbda.gov.in](http://www.mbda.gov.in) or can be obtained free of cost from any of the office of the Deputy Commissioner & Chairman, Basin Development Unit (BDU) at the 11 (eleven) District Headquarters.

## 8. Submission of Application Form:

- 8.1 Application form duly filled along with self-attested credentials should only be submitted to the **O/o Meghalaya Basin Development Authority, Nongrim Hills, Shillong, Meghalaya – 793003** 'or' at the **O/o Basin Development Unit (BDU)/ District Project Management Unit (DPMU), of the 11 (eleven) District Headquarters, Meghalaya.**  
 8.2 Candidate must enclose recent passport size photograph, the self-attested copies of degrees, diplomas, mark-sheets and experience letter etc. with the application form.  
 8.3 Experience certificate from previous employer(s) clearly stating nature of duties performed should be attached along with the application.  
 8.4 Candidates who wish to apply for more than one post should submit a separate application for each position.  
 8.5 Incomplete application or application on plain paper will not be entertained and is liable to be rejected. However, an extra sheet of A4 size may be attached, wherever necessary, mentioning the serial no.  
 8.6 **For out station candidate**, the duly filled application form and documents may be submitted via e-mail to [recruitmentmbda@gmail.com](mailto:recruitmentmbda@gmail.com) clearly indicating name of the position in the subject line. Alternatively, hard copy of the filled application and documents can also be sent by post/courier addressed to; **Meghalaya Basin Development Authority (MBDA) C/o, Meghalaya State Housing Cooperative Society Ltd. Campus, Nongrim Hills, Shillong, Meghalaya – 793003**  
 8.7 Last date for receipt of applications is 14<sup>th</sup> March 2020 (upto 5.00 p.m.) and no application received after the last date will be considered. MBMA will not be responsible for any kind of postal loss or transit delay.

**9. Selection Process:**

- 9.1 There will be written test/ technical test and personal interview for all positions. Written test/Technical Test will comprise of Subject Matter Knowledge, General Knowledge, Reasoning, and English.
- 9.2 The Written Test/ Personal Interview may be held either in Shillong/Tura only.

**10. General Information:**

- 10.1 The pre-requisite qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. MBMA reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by any other condition that it may deem fit.
- 10.2 Candidates are advised to clearly indicate their contact number and e-mail address to facilitate faster communication. Information regarding the screening test/written/interview will be sent only to the shortlisted candidates via SMS/E-mail and no correspondence will be made with applicants who are not shortlisted. List of the shortlisted candidates will be displayed in the MBDA website, [www.mbda.gov.in](http://www.mbda.gov.in)
- 10.3 MBMA reserves the right to conduct additional examination /skill test or call for any additional documentary evidence in support of educational qualification & experience of the applicant.
- 10.4 In case of non-availability of suitable candidates with prescribed qualifications and experience, MBMA reserves the right to relax the prescribed qualifications and experience for candidates found more suitable for lower position with relevant experience and expertise in the specified field.
- 10.5 The number of vacancies indicated in the advertisement and notification is tentative. MBMA reserves the right to increase/decrease the number of posts at the time of selection and make appointment(s) accordingly, if more vacancies do exist in between the advertisement and the selection process.
- 10.6 MBMA reserves the right to extend the closing date for receipt of applications. MBMA also reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.
- 10.7 No TA/DA shall be paid for attending written test and interview.
- 10.8 Canvassing of any kind will render to disqualification.
- 10.9 Staff already working with MBDA/MBMA, who are otherwise eligible can also apply. Their applications must be routed through their reporting officer. However, for newly appointed staff, he/she should complete a minimum period of one year in their current position.

  
Shantanu Sharma, IAS  
Executive Director

**Meghalaya Basin Management Agency**