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NATIONAL CENTER FOR HYDROLOGY AND METEOROLOGY



THIMPHU: BHUTAN

“Center of Excellence in Hydrology, Meteorology and Cryosphere Science and Services”

NCHM/RCSC/HRD/2018-2019/25

27 February, 2019

JICA Long Term Training Scholarship Announcement

The National Center for Hydrology and Meteorology (NCHM) has received a Long-Term Training Offer on **“Flood Disaster Risk Reduction”** from JICA Bhutan Office vide Letter No.BT/TA (08)/0692 dated 29 January, 2019 through the Royal Civil Service Commission. The course will be conducted from **30th September, 2019 to 16th September, 2020** under the JICA Knowledge and Co-Creation Program at International Center for Water Hazard and Risk Management (ICHARM), under the auspices of UNESCO, Public Works Research Institute (PWRI), Tsukuba, Japan.

	Courses	Target Group	Qualification Required
1	Masters in Flood Disaster Risk Reduction (J19-04063)	Engineers working under all the divisions of NCHM	Bachelor of Science/Engineering in relevant field or equivalent. <i>Also refer Section III. Conditions and Procedures for Application of the JICA Knowledge Co-Creation Program, General Information on Flood Disaster Risk Reduction JFY 2019.</i>

Therefore, interested and eligible in-service candidates working under the all Division of NCHM are encouraged to apply for the above scholarship.

A. Benefits of Scholarship

The successful candidate shall receive full scholarship from JICA

B. General requirements

- a. Should have bachelor degree at the time of entry into civil service or be selected through BCSE;
- b. Must have minimum of 55% in Degree;
- c. Clean service record; and
- d. Civil servants applying for the scholarship and the agency nominating the candidate must ensure the applicant fulfil all the relevant eligibility criteria prescribed in the BCSR 2018.

e. Official evidence of English ability

One of the following test scores is required:

- TOEFL iBT: 79 or higher
 - IELTS Academic: 6.0 or higher
- (Please note that English test scores are valid for two years from the test date, and therefore, tests must have been taken within two years of the time of enrollment. TOEFL PBT, revised TOEFL Paper-delivered Test and TOEFL ITP scores are not acceptable)
- How to apply for a waiver of the English language proficiency requirement (Please note that there are two categories in our English test exemption policy.)
 1. Category 1: Applicants who have completed or expect to complete an undergraduate or a graduate degree at an accredited institution located in



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the USA, the UK, Canada, Australia, New Zealand, or Ireland will be automatically exempted from submitting an English test score.

2. Category 2: Applicants who have completed or expect to complete an undergraduate or a graduate degree at an institution where the language of instruction is English may request a waiver of the English language proficiency requirement. If you wish to apply for such a waiver, you must submit, as evidence, official documents issued by the educational institution you attended, certifying that your undergraduate or graduate education was conducted entirely in English. This document must be issued by the university and bear the seal or signature of the registrar, and it must be submitted in a sealed, unopened envelope with the university logo and address noted; the envelope must be signed or stamped across the flap by the issuing school authority.

(Please note that the granting of your language waiver request is at the discretion of our screening committee and that your request for a language waiver will be considered at the time of screening. This means that there is a possibility that your waiver request will be denied. If possible, we strongly recommend you to take a TOEFL or IELTS test prior to your application).

Note:

For further details about [Official evidence of English ability](#) refer Annex -I: Application Materials for GRIPS/PWRI Master’s Program

C. Documents required while applying

- a. Updated CVs copy (details should also include accurate transfer history)
- b. Bachelor degree: Copy of Certificate and transcript
- c. Class XII: Copy of Certificate and transcript
- d. Individual Work Plan for the current year
- e. Moderation score for 2016-2017 and 2017-2018 & Performance Evaluation Ratings (IWP) for 2016-2017 and 2017-2018 (for non-moderated agencies)
- f. Any other supporting documents (check Scholarship Selection Format Form 9/9)
- g. Email address and mobile number

D. Application procedure

- a. Interested applicant must submit the above documents to HRD, NCHM within the given deadline.
- b. Division and the candidate should ensure eligibility and relevance of the course and submit duly signed checklist ([Click Here](#))
- c. Only shortlisted Candidate will be called for interview. Once candidate is selected, HRD, NCHM shall seek approval from HRC and inform RCSC on the decision.

E. Shortlist and Selection procedure

- a. The shortlist and selection criteria shall be as per the BCSR 2018. However, the applicants with qualification and experience in relevant field shall be given preferences.



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- b. Selected candidates shall also be required to take drug test and will have to pass the test to be eligible for the scholarship.

F. Post selection procedure

Upon announcement of the interview result, selected civil servants should submit the following documents to the HRD, NCHM to be forwarded to RCSC within five working days from the date of announcement of the interview result, failing which scholarship may be given to the standby candidate:

- Scholarship Acceptance form ([Click Here](#))
- Pass Certificates and Mark Sheets of Cl-X, XII, Degree and PG Course (where applicable)
- Migration Certificate from the College
- Security clearance reference no. and date
- Audit clearance reference no. and date

G. Deadlines related to scholarship

Particulars	Deadline
Application along with relevant required documents should submit to HRD, NCHM	8 March, 2019
Announcement of Shortlisted candidates (<i>tentative</i>)	11 March 2019
Interview (<i>tentative</i>)	March 12, 2019
Post Selection documents submission	Within 5 working days from the date of announcement of the interview result

H. Important notes:

- Only those candidates who are committed to this scholarship should apply. If the candidate withdraws after the announcement of the interview result, candidate shall be liable for HR action;
- Confirmation of scholarship and date of commencement of course shall depend on candidate fulfilling the admission criteria laid down by the respective universities for securing admission. Therefore, the candidates are advised not to make major changes to their home/office life (such as handing over of work, moving out of their house etc) until the confirmation of scholarship/admission is received from JICA Office;
- Interested candidates are encouraged to read the following Information Document received from JICA related to the course, eligibility and other requirements uploaded along with this announcement.
 - JICA Knowledge Co-Creation Program (Group & Region Focus), General Information on Flood Disaster Risk Reduction including Annex-I: Check List/Application Materials for GRIPS/PWRI Master's Program Annex-II: Instruction for Inception Report



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Annex-III: Course Schedule

- I. For future career progression to Specialist position, Master course should be aligned to Super Structure.

For any clarification or information, please contact Ms. Chimi Wangdo, Offtg, HRO at 330417 during office hours or you can also email at cwangmo@nchm.gov.bt