

F.No : 12-264/DSW/MSK-SRCW/Recruit/2019/2237

अण्डमान तथा निकोबार प्रशासन

ANDAMAN & NICOBAR ADMINISTRATION

समाज कल्याण निदेशालय

DIRECTORATE OF SOCIAL WELFARE

४० ५ २३

Port Blair, dated 31 May, 2019

To

The Editor
Daily Telegrams
A & N Administration
Port Blair

Sub:- Publishing of vacancy notification in respect of Human Resource Requirement of State Resource Centre for Women-reg.

Madam,

The worthy Chief Secretary, A & N Administration has desired that the vacancy notification in respect of Human Resource Requirement of State Resource Centre for Women be published in the Daily Telegrams on 01-06-2019 in variably.

It is requested to kindly ensure that the same is published on 01-06-2019.

Yours faithfully

Encl: a/a



Director (SW)

Copy to:

1. Senior PS to Chief Secretary, A & N Administration for kind information.



Director (SW)

ANDAMAN & NICOBAR ADMINISTRATION

समाज कल्याण निदेशालय

DIRECTORATE OF SOCIAL WELFARE

प्र. अ. त्र.

Port Blair, dated 31 May, 2019

WALK-IN-INTERVIEW

A walk in interview will be conducted on 12th and 13th June, 2019 from 09:00 AM onwards for meeting the human resource requirement of State Resource Centre for Women.

The verification of certificates will start at 9:00 am. Candidates who fulfill the requisite qualifications may appear for the walk-in-interview in Mini Conference Hall, Secretariat, A & N Administration. Schedule of interview and time slots will be given to the candidates at 10 am on same day.

The candidates are advised to carry with them duly filled up application form in the prescribed format along with certified copies of all the certificates of educational qualifications, date of birth, working experience and affixing a passport size photograph. Candidates are also required to bring their original certificates for verification.

| Sl. No | Name of the Posts | No. of Post | Qualification/ Age limit | Experience | Monthly emolument | Date of Interview |
|--------|---------------------------|-------------|--|--|-----------------------|-------------------|
| 1. | State Project Coordinator | 01 | Postgraduate preferably in Social Sciences/Psychology/Life Sciences/Nutrition/Medicine/Health Management/Social work/Rural management-Age limit upto 40 years. | Essential i. At least 2 years experience of working with the Government/Non-Government organizations. ii. Proficiency in using MS office. iii. Proficiency in local language and English | Rs.52,000/- per month | 12-06-2019 |
| 2. | Gender Specialist | 01 | Postgraduate preferably in Social Sciences/Life Sciences/Nutrition/Medicine/Health Management/Social work/Rural management-Age limit upto 40 years. | i. At least 1 year experience as Gender specialist in any Government/Reputed and registered Non-Government organizations. ii. Proficiency in using MS office. iii. Desirable: Research work in concerned subject. iv. Capable of field visits and identifying best practices from a gender perspective. | Rs.36,750/- per month | 12-06-2019 |
| 3. | Training Officer | 01 | Graduate preferably in Social Sciences/Life Sciences/Nutrition/Health Management/Social work/Rural management-Age limit upto 40 | i. At least 1 year experience in imparting training to the PRIs/Govt Staff/Staff of Voluntary Organisations/NGOs working with a Government/Repute | Rs.26,250/- per month | 13-06-2019 |

| | | | | | | |
|----|------------------|----|---|---|------------------------|------------|
| | | | years. | d Non-Government organization. ii. Proficiency in using MS office. iii. Proficiency in local language and English. iv. Proficiency in developing training modules/IEC materials/strategic training. v. Capable of field visits and conducting trainings | | |
| 4. | Research Officer | 01 | Any Graduation Age limit upto 35 years | i. At least 1 year experience working with the Government/Non-Government organizations in selected field of Research. ii. Proficiency in using MS office. | Rs.26,250/- per month | 13-06-2019 |
| 5. | Assistant | 01 | 12 th Pass with Certificate Diploma in Computer Applications Age limit upto 30 years | Desirable: i. 1 year experience of working with the Government/Non-Government organizations. ii. Computer Knowledge. | Rs.15,750/- per months | 13-06-2019 |

Terms & Conditions:

- 1) The appointment will be purely on contract basis as a project staff and no other regular service benefits will be admissible. The candidates will not have any right to claim for regular employment.
- 2) No TA, DA will be paid for attending the interview
- 3) The Secretary, Social Welfare has the right to accept/ reject any application without assigning any reason and no correspondence in this matter will be entertained.


Director (SW)

Copy to:-

1. The News Correspondent AIR.
2. The Director Doordarshan.
3. The News Editor, the Daily Telegram.

They are requested to give wide publicity.


Director (SW)

**FORMAT OF APPLICATION FOR THE HUMAN RESOURCE REQUIREMENT OF
STATE RESOURCE CENTRE FOR WOMEN UNDER DIRECTORATE OF SOCIAL
WELFARE**

| | | | | |
|-----|---|-----|-------|------|
| 1. | Name of candidate (IN BLOCK LETTERS) | | | |
| 2. | Name of Father | | | |
| 3. | Marital Status | | | |
| 4. | a. Date of birth (proof to be enclosed) | Day | Month | Year |
| | | | | |
| | b. Age as on the last date of receipt of application (i.e. on 11/09/2018) | | | |
| 5. | Nationality | | | |
| 6. | Permanent Address with Phone No. | | | |
| 7. | Address for communication with Phone No. | | | |
| 8. | Email ID | | | |
| 9. | Educational Qualification (Proof to be enclosed) | | | |
| 10. | Experience certificate to be enclosed | | | |
| 11. | Category i.e General/OBC (Proof to be enclosed) | | | |
| 12. | Employment Exchange Registration No. | | | |

DECLARATION

I do hereby declare that the information given above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of \any information stated above being false or incorrect or my ineligibility being detected after the test/appointment, my candidature/ appointment is liable to be cancelled/ terminated.

PLACE:

DATE:

Signature of applicant