F.No 4-155/ICDS/PMMVY/DSW/2018-19/PF-8/ 868
ANDAMAN AND NICOBAR ADMINISTARTION
DIRECTORATE OF SOCIAL WELFARE
GOALGHAR, PORT BLAIR

Port Blair dated the 5 March, 2024

PRESS NOTE

Applications are invited from eligible candidates for filling up of various posts under Hub for Empowerment of Women on contract basis under the Directorate of Social Welfare, Port Blair. The Post are as under:-

State Level Hub for Empowerment of Women (SHEW)				
S.No	**Name of the Post**	**No of Post**	**Qualification**	**Monthly emolument**
1	State Mission Coordinator	1	**Qualification** :- Post-graduate preferably in Social Sciences/Life Sciences/Nutrition/Medicine/Health management/Social work/Rural Management. **Experience:-** At least 3 years experience of working with the Government/Non-Government organization in related domain.	Rs.50000/-
2.	Gender Specialist	2	**Qualification:-** Postgraduate preferably in Social work/ other social disciplines. **Experience:-** At least 3 years experience of working with the Government/Non-Government organization in gender focussed themes.	Rs.30000/-
3.	Research & Training Specialist	2	**Qualification:-** Graduate preferably in Social work/ other social disciplines. **Experience:-** At least 3 years experience of working with the Government/Non-Government organization in Training and research on women related development work.	Rs.30000/-
4.	Accounts Assistant	1	**Qualification:** - Graduate /diploma in accounts/other discipline having accounts as a subject. **Experience:** - At least 3 years Experience of working with the Government/Non- Government organization in related domain.	Rs.30000/-
5	Office Assistant with Computer Knowledge	1	The services could be outsourced to any person who is graduate with atleast diploma in computers/IT etc with a minimum of 3 years experience in data management, process documentation and web-based reporting formats, video conferencing at State or District level with government or non-government/IT-based organizations.	Rs.20000/-
6.	MTS	1	10th Class Pass under 10+2 system from any recognized board.	Rs.15000/-

Candidates who fulfill the requisite qualification may apply in the format given below with copies of certificates of educational qualification, date of birth, working experience and affix a passport size photograph and the applications should reach Directorate of Social Welfare, Golaghar Port Blair on or before 05.04.2024 by 5.00 pm. The eligible candidates will be informed about the date and time of interview through phone or mail id mentioned in the application. The list of eligible candidates for appearing before the Selection committee will also be displayed in the notice board of Directorate of Social Welfare, Golaghar Port Blair. They candidate should attend the interview along with certificates and other documents. No other mode of communication will be entertained in this regard.

The candidates are advised to bring their original certificates for verification at the time of Interview.

Terms and Conditions:-

1. The engagement will be purely on contract basis initially for a period of eleven months which can be extended for further period based on the performance and instructions issued by Ministry.
2. No TA, DA will be paid for attending the interview.
3. The selected candidates shall be responsible for implementation of Hub for Empowerment of Women functioning under Directorate of Social Welfare.

Director (SW)

Copy to:-

1. PS to Secretary (SW), A&N Administration for kind information.
2. The Chief Editor, The Daily Telegrams with the respect to publish the press release along with enclosed performa.
3. The News Editor, Doordarshan with the request to telecast the news items in the news bulletin.
4. The News Correspondence, All India Radio with the request to broadcast the news in the pradeshik samachar.

Director (SW)

Format of Application

To

The Director
Directorate of Social Welfare
A&N Administration
Port Blair.

Application for the post of .....

1.	Name of the Candidate (In block letters)			
2.	Father/Husband Name			
3.	Male / Female			
4.	Date of Birth (proof to be enclosed)	Date	Month	Year
5.	Age	Year	Month	
6.	Nationality			
7.	Aadhar Number (proof to be enclosed)			
8.	Educational Qualification (proof to be enclosed)	1. 2. 3.		
9.	Experience (proof to be enclosed)	1. 2. 3.		
10.	Present Address			
11.	Permanent Address			

12.	Contact Number with mail id. All communications will be mail in this id only.	

* All the above columns should not be kept in blank.

Declaration

I hereby declare that the particular furnished above by me are correct and nothing has been concealed. If any information furnished above is found to be false at any stage, my candidature/selection for the above mention post is liable to be cancelled.

Place:
Date:

Signature of the candidate