

F.No. 1-11(8)/DP/2020-21/PF/ 183
अंडमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION
समाज कल्याण निदेशालय
DIRECTORATE OF SOCIAL WELFARE
गोलघर, पोर्टब्लेयर
GOALGHAR, PORT BLAIR

Port Blair dated 19th January, 2024

VACANCY NOTICE

Applications are invited from eligible candidates for filling up posts of Project Coordinator (1 Post) on contract basis under National Action Plan for Drug Demand Reduction (NAPDDR) in Department of Social Welfare, A&N Administration.

About National Action Plan for Drug Demand Reduction: The Ministry of Social Justice and Empowerment has formulated a National Action Plan for Drug Demand Reduction (NAPDDR) for the period 2018 - 2025 which aims at reduction of adverse consequences of drug abuse through a multi-prolonged strategy involving education, de-addiction and rehabilitation of affected individuals and their families.

The qualifications and experience for the post of Project Coordinator as per the guidelines of National Action Plan for Drug Demand Reduction is tabulated below:

Scope of Work:

- a) Implementation of Action Plan for De-Addiction and Rehabilitation at the UT Level;
- b) Hand holding and guidance of all implementing agencies in the field;
- c) Close and regular monitoring of all facilities/projects/programmes through visits all over the UT and generation of requisite reports;
- d) Follow up and liaison with all stakeholders, partners and experts including GOI for trouble shooting and expediting recommendations/clearances/approvals;
- e) Any other task related to Drug Abuse Prevention that is assigned from time to time.

Interested candidates are advised to submit their detailed resume in the prescribed format along with supporting documents with a covering letter addressed to Director (Social Welfare), Directorate of Social Welfare, Goalghar, Port Blair or mail to: directorsw4@gmail.com with a subject line **APPLICATION FOR THE POST OF PROJECT COORDINATOR (PROHIBITION) latest by 09/02/2024.**

Sl No	Name of the Post	No. of Post	Qualification	Desirable	Monthly Emolument
1.	Project Coordinator	01	Post Graduation with 5 years experience	<ul style="list-style-type: none">• Ability to successfully handle multiple tasks within a team environment.• Attention to details and problem solving skills• Good oral and written communication.	Rs. 50,000/- Per month.

TERMS AND 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 test/interview.
3. The selected candidate shall be responsible for the implementation of the UT Action Plan for Drug Demand Reduction functioning under Prohibition Cell. Department of Social Welfare, A & N Administration.



**Director
(Social Welfare)**

Copy to:-

1. The PS to Secretary (SW), A&N Administration for kind information of Secretary (SW).
2. The Employment Officer, Employment Exchange, Port Blair, A&N Administration with **request to sponsor qualified candidates for the above post before 09/02/2024 .**
3. The Chief Editor, The Daily Telegrams with the request to give vide publicity
4. The News Correspondent, Doordarshan with the request to give vide publicity
5. The News Correspondent, All India Radio with the request to give vide publicity



**Director
(Social Welfare)**