

GOVERNMENT OF ASSAM
DIRECTORATE OF SOCIAL WELFARE, ASSAM
UZANBAZAR, GUWAHATI-1

☎ : 0361-2541169 (O), 0361-2510407 & 0361-2510308 (Fax), Email: directorsocialwelfareassam@gmail.com

No.DSW(ICDS)G/72/2014/Pt/90

Dated Guwahati the 25th July, 2019.

Temporary Contractual Position (Non-Government-UNICEF funded) at Directorate of Social Welfare, Assam

Applications are invited for filling up of 2 Nos. of purely temporary / contractual positions (Non Government -UNICEF funded) in the MIS-Research and Analysis Cell, at Directorate of Social Welfare, Assam.

Sl No.	Position	Minimum Education Qualification	Experience	Age	Job Profile	Remuneration	Post of claim
1	MIS Officer	<ul style="list-style-type: none"> Post Graduate in Child Development / Sociology / Social Anthropology / Social Science / Nutrition and Psychology with 3-5 years significant exposure in relevant field. Basic Computer knowledge with internet. 	Minimum 2-3 years working experience in related field of Children and Nutrition Child Development and working experience in the area of Health, Sanitation and other Govt. Flagship Programme.	Maximum age limit 38 yrs as on 1 st January, 2019	<ul style="list-style-type: none"> Support implementation of ICDS in the State. Monitoring ICDS Six Service also support in Implementation of SAG Programme. Preparation of Implementation Plan. Facilitate training programme & workshop on various topics related to ICDS. Coordination with UNICEF and other line Departments related to ICDS. Extensive field visit within & outside state as and when required. Proficient in English and Assamese language. 	Rs.60,000/- PM (Fixed)	Self attested photocopies of original certificate to be enclosed with application form
2	ECCE Coordinator	<ul style="list-style-type: none"> Post Graduate in Education /Child Development / Home Science / Sociology and Psychology with 2-3 years significant exposure in relevant field. Basic Computer knowledge with internet. 	Minimum 2-3 years working experience in related field will be an added qualification	Maximum age limit 38 yrs as on 1st January, 2019	<ul style="list-style-type: none"> Support implementation of ECCE activities. Facilities training programme/workshop in relation to ECCE. Monitoring of ECCE activities under ICDS Programme Facilitate input on ECCE to prepare APIP Coordination with UNICEF and ICDS officials Proficient in English and Assamese language. 	Rs.48,750/- PM (Fixed)	Self attested photocopies of original certificate to be enclosed with application form

Eligible Candidates may apply for the above position with dully filled in Application Form as per prescribe format (**Copy may be obtain in the website: <https://socialwelfare.assam.gov.in> and <https://womenandchildren.assam.gov.in>**) with two recent passport sized colour photographs, self attested copies of testimonials/certificates and attend the selection procedure on specified dates against their respective position at Directorate of Social Welfare, Uzanbazar, Guwahati-1 which will be notified letter through website. The Directorate reserves the right to alter or cancel the requirement for any of the positions listed **SI No.1 & 2** at any stage /time. A candidate shall apply for any one of the above 2 (two) positions only.


Address for submission of application:

Office of the Directorate of Social Welfare, Assam,
Uzanbazar, Guwahati-1

Application will be received from 11:00 AM to 4:00 PM on all working days

Last Date for submission of Application: on or before 16th August, 2019 at 4:00 PM

Selection will be on the basis of written test followed by Interview and skill test. The candidates short listed in the written test will alone be called for interview. The schedule of tests will be intimated to concerned candidates by email and telephonic.


 Director,
 Social Welfare, Assam, Guwahati-1

Application from

**Recent
Passport sized
photograph
(Two copies)**

1.	NAME OF THE POST FOR APPLIED	:	
2.	Full Name (Capital letters)	:	
3.	Father's Name	:	
4.	Mother's Name	:	
5.	Husband's Name/Wife Name	:	
6.	Nationality	:	
7.	(a) Address for communication	:	
	(b) Permanent Address	:	
	(c)e-mail ID	:	
	(d) Mobile phone No.	:	
	(e) Telephone No.	:	
8.	Date of Birth (DD/MM/YYYY)	:	
9.	Age as on 1 st January, 2019	:	

10. Details of Educational Qualifications

Exam Passed	Institution/University	Subject Studied	Duration of Study	Year of Passing	% of Marks

11. Details of professional / Technical Educational Qualification

Exam Passed	Institution/University	Subject Studied	Duration of Study	Year of Passing	% of Marks

12. Details of Experience (Candidates are advised to fill-up this column carefully and in terms of conditions stipulated in the Advertisement to avoid rejection)

Additional sheet may be added, if required

Name of Organization	Post held	Pay Scale	Duration of Service		Nature of appointment whether regular/ adhoc/ full time/ part time	Remarks
			From	To		

13.	Any other relevant information which you would like to mention in support of your suitability for the post applied for:
14.	<p>DECLARATION</p> <p>i. I hereby declare that I fulfill the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.</p> <p>ii. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirement mentioned in the advertisement, my candidature/ appointment is liable to be rejected /cancelled/ terminated.</p> <p>iii. I have enclosed the required attested copies of the certificates.</p>

Place:

Date:

Signature of the Applicant