

Department of Social Security & Women and Child Development


OFFICE OF THE DISTRICT PROGRAMME OFFICER, GURDASPUR

Last Date for receipt of application in the office : 08-04-2016.

Applications are invited for below mentioned posts for District Child Protection Society , Gurdaspur and Children Home ,Gurdaspur under the Integrated Child Protection Scheme purely on contractual basis . The candidate should specify on the top of the envelop name and category of the post applied for.

Sr No.	Name of the Post	Gross Emoluments	No. of Post per District	Essential Qualification
1	Child Protection Officer (Institutional Care)	21,000/-	Gurdaspur -1 District Child Protection Society .	- Master in Social Work/ Psychology/Child Development with minimum 55% marks. - Ability to work on MS-Office (Word, Excel, Power Point, Internet) with ease. - Fluency in English & knowledge of Punjabi. Preference will be given to experience in Child Protection issues.
2	Counsellor (Male)	17,500/-	Gurdaspur -1 (children Home)	Should be master degree in psychology with 3 year experience in relevant field
3	Probation officer / child welfare officer /case worker (Male)	17,500/-	Gurdaspur -1 (Children Home)	Should be master degree in psychology with 3 year experience in relevant field

The candidates are advised to check www.gurdaspur.nic.in for other conditions like age criteria, application format etc. The application complete in all respects shall reach the office of District Programme Officer, near BSF head Quarter, Gali No.1, Gurdaspur. Contact No. 01874- 221059. Application received late shall not be entertained. The Deputy Commissioner, Gurdaspur-cum-chairman District Child Protection Society reserves the right to vary/postpone/cancel selection process regarding any or all the above post without assigning any reason.


District Programme Officer cum
Executive Secretary,
District Child Protection Society,
Gurdaspur.

APPLICATION PERFORMA

Post applied for.....



1. Name (in block letter).....
2. Father's name (in block letter).....
3. Date of birth (attach self attested copy of matriculation)& DOB Certificate.
4. Postal address with contact no. & Email address.....
5. Permanent address.....
6. Educational qualification (academic / Technical).....

Sr. No	Qualification	Board/ university	Year of passing	Max. Marks	Marks obtained	%

7. Experience in Govt. Deptt/ institution:-

Sr. no	Name of organization	Regular/ contract basis/ work charg/ed/ daily wages	Period

DECLARATION :

I hereby declare that the particulars filled by me in this form are true to the best of my knowledge and belief and in case they are found false, my candidature shall be rejected.

Date:

Place:

(signature of the candidate)

General instructions:-

NOTE-1. Prescribed educational qualifications are minimum and mere possession of the same does not entitle the candidate to call for interview. Where number of applications received in response to this advertisement is large, selection committee may restrict number of candidates for interview to a reasonable limit on the basis of qualification and experience.

NOTE.2. Candidate applying for a post ensure that they fulfil all the eligibility condition on the last day of application. If on verification at any time before or after the interview or appointment, it is found that they do not fulfil any of the eligibility condition or it is found that the information furnished is false or incorrect, their candidature will be cancelled. The experience will be considered only after acquiring the essential qualification.

Note -3 Documents to be attached with the application form include :1 One copy of latest stamp size photograph duly attested should be pasted on the application form : 2 Attested photo copy of essential qualification and experience .


Note-4 An application form will be summarily rejected if 1.The application is unsigned or incomplete 2 Application is received in the office after the closing date, department will not be responsible for any postal delay 3. A candidate does not possess the requisite academic qualification on the cut of date.

Note- 5 Age will be reckoned on its date of close of receipt of application.

Note-6 Every personnel shall have a contract of 3 years. .

Note -7 Age limit is 21-40 years as on closing date of Application.

Note-8 Preference will be given to Women/ Children staying in any of the homes run by Department and the children of such women.


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Note : Eligible Candidates may send their application only through registered post addressed to office of District Programme Officer , near BSF Head Quarter Gali No. 1 Gurdaspur Contact No. 01874 -221059