

GOVT.OF ASSAM.
DEPARTMENT OF SOCIAL WELFARE
OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER:::SONITPUR.



NO. DSWO (T)MSK/2020/33/71

Dated Tezpur the 12th February, 2021

ENGAGEMENT IN TEMPORARY/CONTRACTUAL POSTS UNDER
"MAHILA SHAKTI KENDRA" SONITPUR"

Applications are invited from the eligible female candidates who are citizen of India as defined under Articles 5 to 9 of the constitution of India(original inhabitant of State of Assam) and fulfil the eligibility norms of educational qualification, age etc. as mentioned below against each category of purely temporary contractual posts. The posts have created under "District Level Centre for Women (DLCW)" for the Districts of Sonitpur under "National Mission for Empowerment of Women (NMEW)" to support all the women welfare scheme including "MAHILA SHAKTI KENDRA (MSK)". The interested candidates having requisite educational qualification and experience may fill up the Application (Appendix) duly and address on top to "The Deputy Commissioner, Sonitpur, Pin-784001 (Assam)". Only Short listed candidates will be called for interview/written test/skill test. List of short listed candidates will be published in the website <http://sonitpur.nic.in>. The date of interview will be notified in the website <http://sonitpur.nic.in>. subsequently, therefore, the candidates are advised to visit the website regularly. No separate call letters will be sent for attending the interview. Application must reach to the Office of the District Social welfare Officer, near Vishal Mega Mart, near Tribeni Centre, Tezpur, Pin- 784001 on or before 10/02/21 during office hours for the following posts. No application will be entitled which are receive after the specific date and time. The undersigned will not be responsible for non-receipt/late receipt of any application from due to postal delay or any other delay.

SL. No.	Name of the Post	Age limit (as on 31.01.2020)	No. of Post	Required Qualification/Skills
1.	Women Welfare Officer	35	1(One)	<ul style="list-style-type: none">-Masters in the field of Humanities & Social Science / Masters in Social Work (from recognize University) with understanding of schemes/ programmes implemented with focus on women-Capable of communicating in the local language/dialect and effectively liaison with district officials-Proficiency with computers for report writing & MIS-Preference will be give to candidate who have experience of working with civil society organization, Women and resident of same district
2.	District Coordinator	35	2(Two)	<ul style="list-style-type: none">-Graduate in Humanities & Social Science / Social Work (from a recognized university) or any other related field-Preference will be give to candidate who are well versed with issues related to women in the district and resident of same District, Able to work with computers such as Word, Excel & Power Point,


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Remuneration:

1. Women Welfare officer: Rs. 35,000/- (fixed)
2. District Coordinator: Rs. 20,000/- (fixed)

How to apply:

Candidates Shall be required to download the prescribed application from the website <http://sonitpur.nic.in> and send duly filled in application with the requisite documents indicated below.

- A. One copy of the recent passport size photograph (size of 3.5* 4.5) to be properly pasted on the space provided in the application form. Do not staple the photograph.
- B. Age- proof certificate (Admit/Certificate of HSLC or equivalent examination)
- C. Particulars of all examination passed commencing with Matriculation or equivalent examination.

A candidate could apply only for one post. The envelope sending the application should be superscripted "Application for Women Welfare Officer or District Coordinator in the District Level Centre for Women (DLCW)" on the top of the envelope and it should be addressed to the District Social Welfare Officer, Sonitpur, Assam, Pin 784001.

The applicant shall furnish self attested photocopies of the above mentioned documents with declaration as 'Certified to be true copy of the original' along with the application.

In case of detection of any false declaration made by the candidate/applicant, he/she will be penalized as per rules/law.

Application not signed by the candidates will be summarily rejected. The list of short listed candidates will be informed through their contact details, therefore candidate are requested to give their updated contract number and mail id. No. TA/DA will be paid for the interview.

The candidates have to bring their original documents at the time of interview.

The undersigned reserve the right to re-schedule/cancel the interview as well as to reject any or all applications without assigning any reasons thereof.

Canvassing directly or indirectly shall disqualify a candidate.


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Sonitpur

APPLICATION FOR THE POST OF WOMEN WELFARE OFFICER/DISTRICT COORDINATOR OF DISTRICT
LEVEL CENTRE FOR WOMEN (DLCW) UNDER THE SCHEME MAHILA SHAKTI KENDRA FOR SONITPUR
DISTRICT

To

The
Name of the Post.....

Passport Size
Photograph (Size of
3.5 X 4.5)

IMPORTANT INSTRUCTION:

- 1) PLEASE READ THE INFORMATION AND THE INSTRUCTIONS TO CANDIDATES CAREFULLY BEFORE FILLING UP EACH ITEM BELOW.
- 2) The following information is to be filled by the applicant neatly in English only with BLACK BALL PEN ONLY.
- 3) Paste the Passport Photograph in the Box with Gum or Glue (do not Staple).
- 4) Do not make any stray marks on this form.
- 5) Application not signed by the candidate shall be rejected.

1. (a) Name of the Candidate:.....

(In Capital as per Matriculation Certificate / Admit Card)

(b) Present Address (IN BLOCK LETTERS):

Vill/Town.....Road/Bye Lane/Ward No.....

No.....HouseNo. (If any).....P.O.....

P.S.....Dist.....State.....

.....Pin Code.....Contact No.....

E-Mail id.....

2. (a) Father's / Husband's Name(IN BLOCK LETTERS):.....

(b) Mother's Name(IN BLOCK LETTERS):.....

3. Permanent Address (IN BLOCK LETTERS):

Vill/Town.....Road/Bye Lane/Ward No.....

No.....HouseNo. (If any).....P.O.....

P.S.....Dist.....State.....

.....Pin Code.....Contact No.....

E-Mail id.....

4. Gender (Tick ✓ in the appropriate box) : Male/ Female/ Other

5. Date of Birth (Enclose a copy):.....(DD/MM/YYYY)(as per Matriculation or
equivalent examination)

6. Age on 31/12/2020:.....yrs.....month(s).....day(s)

7. Nationality:.....

8. Previous Occupation if any:.....

9. Are you employed(Tick ✓), if employed Yes.....No.....Submit an Employment Certificate(Self
Declaration).

10. Present Occupation, if any (describe briefly).....

11. Particulars of all Examinations Passed:.....Commencing with Matriculation or Equivalent Examination:

Sl. No.	Name of Examination	Passed Class or Division	Percentage of Marks	Year of Passing	Subjects	Remarks
1.						
2.						
3.						
4.						
5.						
6.						

12. Other Qualification (Computer Proficiency):.....

13. Languages Known (Read, Write, Speak) (✓):

Sl. No.	Language	Read	Write	Speak
1.	English			
2.	Assamese			
3.	Bengali			
4.	Hindi			
5.	Other			

14. I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination/interview, action may be taken against me by this office as may deem fit.

Place.....

Date.....

.....
Signature of Candidate (in full)