

No. SW/Missionvatsalya/DNH&DD/2023-24/23

Date: 17/05/2023

ADVERTISEMENT

Child Protection Society of U.T. of Dadra & Nagar Haveli and Daman & Diu under "Mission Vatsalya" is inviting applications from the interested and eligible candidates from below mentioned posts on purely Short Term Contract Basis to engage the professional staff for District level structure under "Mission Vatsalya".

Sr. No.	Name of the post	No. of Post	Age	Qualification or Specialized Knowledge Experience Required
District Child Protection Unit, Dadra & Nagar Haveli				
1.	Outreach worker (Rs. 10,592/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th passed from a recognize Board/ Equivalent Board • Good Communication Skills • Weightage for work experience candidate.
Juvenile Justice Board, Dadra & Nagar Haveli				
2.	Assistant cum Data Entry Operator (JJB) (Rs. 11,916/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th pass from a recognized Board/ Equivalent Board with Diploma / Certificate in Computers. • Weightage for work experience candidate
Govt. run Children Home, Dapada, Dadra & Nagar Haveli				
3.	PT Instructor cum Yoga trainer (Rs. 10,000/-)	01	18 to 40 years	<ul style="list-style-type: none"> • Degree/ Diploma in physical education / Certification course in yoga from recognized university / Institution. • Weightage for work experience candidate.
4.	Cook (Rs. 9,930/-)	01	18 to 50 years	<ul style="list-style-type: none"> • 7th std and above • Shall be able to cook for atleast 25 children (Breakfast, Lunch, Snacks and Dinner) and ensure that the meal is served on time as per the nutritional planned Menu. • weightage for work experience candidate.
5.	Helper cum Night Watchman (Rs. 7,944/-)	01	18 to 45 years	<ul style="list-style-type: none"> • 7th std. and above. • Should be willing to reside in the institution at Night. • He will be responsible for entire security of children & Child Care Institute.
6.	Housekeeper (Rs. 7,944/-)	01	18 to 45 years	<ul style="list-style-type: none"> • 7th std. and above. • House keeper will be responsible for Housekeeping activities such as sweeping, moping, dusting and cleaning cloths and maintain the hygiene of the institution.

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Open Shelter Home (OSH), Dadra & Nagar Haveli

7.	Care giver cum bridge course educator (Rs.11,916/-)	01	18 to 35 years	<ul style="list-style-type: none"> • Graduation in any discipline with computer knowledge • Preference will be given to candidates who possess degree in Education. • Weightage for work experience candidate.
8.	Outreach worker (Rs. 10,592/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th passed from a recognize Board/ Equivalent Board • Good Communication Skills • Weightage for work experience candidate.
9.	Helpers for cleaning and cooking purposes (Rs. 7,944/-)	01	18 to 45 years	<ul style="list-style-type: none"> • 7th std. and above. • House keeper will be responsible for Housekeeping activities such as sweeping, moping, dusting and cleaning cloths and maintain the hygiene of the institution.

Juvenile Justice Board, Daman

10.	Assistant cum Data Entry Operator (JJB) (Rs. 11,916/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th pass from a recognized Board/ Equivalent Board with Diploma / Certificate in Computers. • Weightage for work experience candidate.
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Govt. run Children Home, Daman

11.	Counselor (Female only) (Rs. 23,170/-)	01 Female only	18 to 45 years	<ul style="list-style-type: none"> • Graduate in Social Work /Sociology/ Psychology/ Public Health/ Counseling from a recognized university. <p align="center">OR</p> <ul style="list-style-type: none"> • PG Diploma in Counseling and Communication. • At least 1 year of working experience with the Govt. /NGO preferably in the field of Women & Child Development. • Proficiency in Computers.
12.	House Mother (Female Only) (Rs. 14,564/-)	01 Female only	18 to 45 years	<ul style="list-style-type: none"> • 12th pass from recognized board/ equivalent board. • Weightage for work experience candidate. • Should be willing to reside in the Institution. (Day & Night as per requirement) • She will be responsible for taking care of children & Child Care Institute.
13.	Paramedical Staff (Female only) (Rs. 11,916/-)	01 Female only	18 to 45 years	<ul style="list-style-type: none"> • Auxiliary Nurse Midwifery (ANM)/ General Nurse Midwifery (GNM)/ Diploma or Degree in Pharmacy from the recognized institution/ University. • Weightage for work experience candidate
14.	PT Instructor cum Yoga trainer (Female only) (Rs. 10,000/-)	01 Female only	18 to 40 years	<ul style="list-style-type: none"> • Degree/ Diploma in physical education / Certification course in yoga from recognized university / Institution. • Weightage for work experience candidate.
15.	Helper cum Night Watchman (Female Only) (Rs. 7,944/-)	01 Female only	18 to 45 years	<ul style="list-style-type: none"> • 7th std. and above. • Should be willing to reside in the institution at Night.

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District Child Protection Unit, Diu				
16.	Legal cum probation officer (Rs. 27,804/-) (Working arrangement in Child Protection Society, Daman)	01	18 to 45 years	<ul style="list-style-type: none"> • LLB from recognized university • Experience of at least 2 years of working with Govt./ NGO/ Legal Matters preferably in the field of Women & Child Rights. • Good understanding of Women & Child right & protection issues.
17.	Data Analyst (Rs. 18,536/-)	01	18 to 35 years	<ul style="list-style-type: none"> • Graduation in Statistics/ Mathematics/ Economics/ Computer (BCA) from a recognized university. • Weightage for work experience candidate • Proficiency in Computers
18.	Assistant cum data entry operator (Rs. 13,240/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th pass from a recognized Board/ Equivalent Board with Diploma / Certificate in Computers. • Weightage for work experience candidate
Child Welfare Committee, Diu				
19.	Assistant cum Data Entry Operator (CWC) (Rs. 11,916/-)	01	18 to 30 years	<ul style="list-style-type: none"> • 12th pass from a recognized Board/ Equivalent Board with Diploma / Certificate in Computers. • Weightage for work experience candidate

The Candidates should submit the detailed Bio-data/Resume in the prescribed format suggested below with a recent passport size photograph, duly self attested by themselves and photocopies of testimonials in support of qualification, experience and age should be sent by RPAD/ Courier or by hand on or before 1st June 2023 in sealed cover.

Subscribing in the bold letter application for the post **(NAME OF THE POST APPLIED FOR)** in the name of **Dy. Secretary, (SW & WCD), DNH & DD, District & Session Court Premises, Fort Area, Moti Daman 396220.**

Mary 16.05.23
**Director cum Deputy Secretary (SW/WCD)
 DNH & DD**

Note:-

1. Age relaxation may be given as per the U.T Administration of DNH & DD norms.
2. No TA/DA will be provided for attending the interview.
3. Eligible candidate will be informed through Telephonic/SMS/E-mail.
4. If any candidates fulfill the eligible criteria for more than one post he or she has to apply separately for the other post.
5. If any candidate found submitted wrong information the department will take appropriate action against him.
6. The department have right to cancel any above mentioned position interview without any justification.
7. The Department will conduct typing test for sr. no 2, 10, 17, 18 & 19.
(Minimum Typing speed of 30 WPM).
8. Applicants are requested to submit a copy of all required documents in respect to the above information along with copy of one identity proof.

FORMAT FOR THE POST
 (Application should be filled up by computerized only in Block Letters)

Paste Recent
Self Attested
Passport Size
Photograph

1.	First Name			
2.	Middle Name			
3.	Last Name			
4.	Gender			
5.	Present Postal Address			
6.	E- mail			
7.	Mobile No.			
8.	Alternative Mobile No.			
9.	Nationality			
10.	Date of Birth (DD/MM/YYYY)			
11.	Age in completed years as on <u>17 /05 /2023</u>			
12.	Domicile of DNH/ Daman / Diu			
13.	Marital Status			
14.	Education Qualification:			
Sr. No.	Qualification	Board / University	Year of Passing	Percentage
15.	Experience:			
	Name of Organization	Designation	Pay Scale with date	Period of Service
				From
16.	Any other relevant Information			

Declaration:-

I, declare that I fulfill all the condition of eligibility regarding age limit and Education Qualification, Experience etc., for the post of

I declare that all statements made in this application form are true, complete and correct to the best of my knowledge and belief, I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

Dated: -

(Signature of Candidate)