



THE ADMINISTRATION UNION TERRITORY OF LADAKH  
DIRECTORATE OF SOCIAL & TRIBAL WELFARE

Email: [directorsocialwelfareladakh@gmail.com](mailto:directorsocialwelfareladakh@gmail.com)

E-File No: A/1412/2023-24/ 657-61

Dated: 05/12/2023

**RE-ADVERTISEMENT NOTICE FOR VARIOUS CONTRACTUAL APPOINTMENTS  
UNDER DEPARTMENT OF SOCIAL & TRIBAL WELFARE, UT LADAKH 2023-24**

1. Applications are invited for filling up of various posts under Mission Vatsalya, Mission Shakti and Mission Poshan 2.0. The details of the posts and qualification against each are tabulated as under accordingly.
2. Age limit for all the positions is between 18 to 45 years as on 30th April 2023.
3. Applications may be addressed to the Director, Social/Tribal Welfare UT of Ladakh, District Social Welfare Office, behind Polo ground, near Junaid Guest House, Leh Ladakh, 194101.
4. The application form along with requisite documents shall be submitted to this office, either by hand/post or mail on [directorsocialwelfareladakh@gmail.com](mailto:directorsocialwelfareladakh@gmail.com) within 14 days of publication of this notification.

S.No	Post Name	Location	No of Post	Remuneration	Qualification	Assessment Parameters
<b>A) MISSION VATSALYA</b>						
<b>1. State Adoption Resource Agency (SARA)</b>						
1	Programme Assistant	Leh	1	13,240	1. 12th passed from a recognised Board/Equivalent Board 2. Good communication skills 3. Weightage will be given to those candidates with work experience	<b>1. Marks in 12th - 20</b> Up to 50%= 5 marks 50-60% = 10 marks 60-70% = 15 marks 70%+ = 20 marks <b>2. Work Experience - 15 marks</b> 1-5 years= 10 5+ years = 15 <b>3. Interview - 15 marks</b>
<b>B. MISSION SHAKTI</b>						

**B. MISSION SHAKTI****PMU SHEW**

1	Accounts Assistant	leh	1	13240	1. Graduate/Diploma in accounts/other disciplines having accounts as a subject 2. At least 3 years of experience working with the government/non-government organizations or related domain	<b>1. Marks in 12th - 15</b> Up to 50%= 5 marks 55-70%= 10 marks 70%+ = 15 marks <b>2. Relevant work Experience - 15 marks</b> 3-5 years= 10 5+ years = 15 <b>3. Computer skills- 5 marks</b> <b>4. Interview - 15 marks</b>
2	MTS	Leh	1	9930	10th pass under 10+2 system from any recognised board and not more than 12th pass	

**2. WCD CONTROL ROOM**


1	Call Operator	Leh	1	13,240	Candidate should be a woman with good communication skills in local language, English and Hindi language. She should have requisite qualifications and experience of working on telecom /web based relevant systems	Interview
2	IT Supervisor	Leh	1	23,170	1. Graduate with at least diploma in computers/IT etc 2. Minimum of 3 years of experience in data management, process documentation and web based reporting formats, video conferencing at state or district level with government or non governmental/ IT based organizations	<b>1. Marks in computer qualification: 20</b> Up to 50%= 5 marks 55-70%= 7 marks 70%+ = 10 marks <b>2. Relevant Experience- 15 marks</b> 3-5 years = 10 marks 5+ years = 15 years <b>3. Interview= 15 marks</b>
3	MTS	Leh	1	9930	10th pass under 10+2 system from any recognised board and not more than 12th pass	Interview

### C. MISSION POSHAN

1	Secretarial Assistant	Leh	2	15,000	1. Graduate with at least diploma in computers/IT etc 2. Minimum of 3 years of experience in data management, process documentation and web based reporting formats, video conferencing at state or district level with government or non- governmental/ IT based organizations	<b>1. Marks in 12th class: 15 marks</b> Up to 50%= 5 marks 55-70%= 7 marks 70%+ = 10 marks <b>2. Relevant Experience- 15 marks</b> 3-5 years = 10 marks 5+ years = 15 years <b>3. Computer skill marks= 5 marks</b> <b>4. Interview= 15 marks</b>
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#### Terms & Condition

1. The appointment is purely on contractual basis and continuous working/renewal of contract shall not confer any right of claiming regularization/permanent absorption against the post
2. The applicants, who want to fill more than one post, shall fill a separate post for each.
3. Background verification of staff by police is mandatory prior to their appointment to ensure credibility and accountability of staff.
4. The provisions regarding income tax/other taxes shall apply as per rules
5. PMU shall be eligible for 12 days leave in calendar year, therefore remuneration would be deducted on pro-rata basis
6. Travel allowance shall be provided according to the rule as framed by the Administration Of Union Territory of Ladakh, Social and Tribal Welfare Department
7. Any other incentives if provided under the respective scheme guidelines shall be applicable

  
5/12/23  
Tashi Dolma, (JKAS)  
Director, Social & Tribal Welfare

Copy to the:

1. Commissioner/Secretary, Social & Tribal Welfare for information
2. Deputy Commissioner/CEO, LAHDC Kargil/Leh
3. Joint Director, Information, UT Ladakh requesting for advertisement in local newspaper of Leh and Kargil districts - expenditure shall be met by the STW Department
4. Technical Director, NIC Ladakh with a request to upload advertisement notice and prescribed form on the NIC portal

**APPLICATION FORM**  
**DEPARTMENT OF SOCIAL/TRIBAL WELFARE UT OF LADAKH**

1. Advertisement Notice No:- \_\_\_\_\_ Post Applied for  
\_\_\_\_\_
2. Name of Candidate \_\_\_\_\_
3. Parentage (Father/Mother Name) \_\_\_\_\_
4. Date of Birth \_\_\_\_\_
5. Age as on 30th April 2023 \_\_\_\_\_
6. Gender \_\_\_\_\_
7. Address \_\_\_\_\_  
\_\_\_\_\_
8. Block \_\_\_\_\_  
District \_\_\_\_\_
9. Email id \_\_\_\_\_
10. Contact No \_\_\_\_\_
11. Academic Qualifications:

Degree	Examining body/University	Year of passing	Marks Obtained	Total Marks	Percentage

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12. Experience Details:-

Name of Organization/Institution	Number of years

13. Declaration

I hereby declare that all the information furnished above by me in the application are true and complete and correct. I do understand that in the event of any information found false or incorrect or ineligibility being detected before or after my selection, my candidature/appointment is liable to be cancelled/terminated.

List of enclosures:

Place:

Date:

Signature of the candidate

List of supporting documents to be submitted with application:

1. Address Proof: Passport/Aadhar/Pan card
2. Date of birth proof
3. Requisite Educational Degree from recognised institution
4. Experience Certificate