

ANNEXURE - A

పత్రిక ప్రకటన

మహిళా అభివృద్ధి మరియు శిశు సంక్షేమ శాఖ  
జిల్లా స్త్రీ మరియు శిశు సంక్షేమ మరియు సాధికారత అధికారిణి వారి కార్యాలయం, ఎన్టీఆర్ జిల్లా

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Rc.No. 256/A1/2023, తేది. 26.10.2024.

ఎస్ టి.ఆర్.జిల్లా, మహిళాఅభివృద్ధి మరియు శిశు సంక్షేమ శాఖ వారి ఆధ్వర్యములో నడపబడుచున్న ICPS, SAA & Children Homes , విజయవాడ నందు కాంట్రాక్టు/ఔట్‌సోర్సింగ్ పద్ధతిపై పనిచేయుటకు స్థానిక అర్హులైన 18 నుండి 42 సంవత్సరముల వయస్సు కలిగిన మహిళా అభ్యర్థుల నుండి క్రింది పోస్టులకు దరఖాస్తులు కోరియున్నారు .  
SC,ST,BC,EWS మహిళలకు) 5 సంవత్సరాల వయస్సు సడలింపు మరియు దివ్యాంగులకు 10 సంవత్సరాల వయస్సు సడలింపు (Upper age relaxation) కలదు.

1. ICPS (DCPU) Unit : Accountant – 1, Data Analyst – 1
2. SAA Unit : Manager/Co-ordinator-1, ANM(Nurse)-1, Part time Doctor-1  
Chowkidar (Watch women) – 1 & Ayah posts – 4
3. Children Homes : Storekeeper cum accountant-1, Educator (Part time)-1,  
Art&craft music teacher part time-2 posts,  
PT instructor cum Yoga teacher (Part time) – 2 posts  
Cook (Out sourcing) – 1, Helper (Outsourcing)-2 posts  
House keeper (Out sourcing)-2 posts and  
Helper cum Night watchman (Women)(Outsourcing – 1

పైన ప్రకటించిన పోస్టులకు దరఖాస్తులు స్వీకరించుటకు గడువు 26.10.2024 నుండి 05.11.2024 5.00 PM వరకు , ఆసక్తిగల స్థానిక మహిళా' అభ్యర్థులు ntr.ap.gov.in నుండి దరఖాస్తులు డౌన్లోడు చేసుకొని పూర్తిచేసిన అన్ని ద్రువపత్రాల నకళ్ళు గజిటిడ్ అధికారిచే అటెస్ట్ చేయించి దరఖాస్తులు జిల్లా స్త్రీ మరియు శిశు సంక్షేమ మరియు సాధికారత అధికారిణి వారి కార్యాలయము , డోర్ నెంబర్ 6-93, కార్మిల్ చర్చి ఎదురురోడ్, కానూరు, విజయవాడ వారి కార్యాలయమునకు అభ్యర్థులు స్వయముగా సమర్పించవలెనని జిల్లా స్త్రీ మరియు శిశు సంక్షేమ మరియు సాధికారత అధికారిణి శ్రీమతి జి. ఉమాదేవి గారు ఒక ప్రకటనలో తెలిపారు.

జిల్లా సమాచార పౌర సంబంధాల శాఖ అధికారిచే జారీ చేయబడినది

జిల్లా స్త్రీ మరియు శిశు సంక్షేమ

మరియు సాధికారత అధికారిణి

విజయవాడవిజ,జిల్లా .ఆర్.టి.

**ANNEXURE - B**  
**RECRUITMENT OF POSTS IN DISTRICT CHILD PROTECTION UNIT (ICPS)**  
**(Contract Basis Posts)**

**(LOCAL WOMEN CANDIDATES ONLY ELIGIBLE)**

Sl. no	Positions	No. of Posts	Remuneration per Month Rs.	Eligibility Criteria	Age
1	Accountant	1	Rs.18,536/- Per Month	Graduate in commerce/ Mathematics degree from a recognized university.  At least 1 year experience of working in desired field Computer Skills & command on Tally  Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
2	Data Analyst	1	Rs.18,536/- Per Month	Graduation in Statistics / Mathematics / Economics / Computer (BCA) from a recognized university  Weightage for work experience candidate  Proficiency in computers  Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
	<b>Total:</b>	<b>2</b>			

**Specialized Adoption Agencies (SAA) (Contract basis)**  
**only for Women candidates**

Sl. no	Positions	No. of Posts	Remuneration per Month Rs.	Eligibility Criteria	Age
1	Manager/ Coordinator	1	Rs.23170/- Per Month	Should have a Post graduation in Social Work(MSW)/ Master Degree in Psychology, MSC Home Science( Child Development) from Recognized University.  Should have at least 3 years experience and Knowledge of working on Women/ Child Protection issues including 1 year of Overseeing institutions that provide residential care and support to Children. Experience of working on adoptions issues will be an added advantage.  Should have good Rapport with NGOs who run Children's Homes/ Govt, departments in the district who are working on Women and Child related issues.  Should have Demonstrable Commitment to women and Child Concerns and Communication Skills both written & oral and ability to pursue the matters with all concerned.  Ability to work on a Computer and Capable of using MS- Office package (MS word and Excel) and also capable of using the Internet.  Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024



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2	ANM (Nurse)	1	Rs.11,916/- Per Month	Should be qualified medical Personnel, with relevant qualifications ANMs etc. Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
3	Doctor (part time)	1	Rs.9,930/- Per Month	Should be qualified medical Doctor having Completed a Minimum of MBBS and has been Practising. Specialisation in Pediatric Medicine necessary. Should be able to give time to SAA on regular basis and in Emergency situations. Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
4	Ayah	4	Rs.7,944/- Per Month	Committed and no Past record of moral turpitude. Mandatorily Local candidates should be engaged SSC failed or passed	Age-18-42 as on 01.07.2024
5	Chowkidar (Watch man)	1	Rs.7,944 Per Month	Committed and no Past record of moral turpitude and a person who does not have addictions like drinking Alcohol, Chewing Gutka etc. Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
<b>Total:</b>		<b>8</b>			

**CHILDREN HOMES (only FOR FEMALE Candidates )**

s.no	Positions	No.of Posts	Remuneration per Month Rs.	Eligibility Criteria	Age
1	Store Keeper cum Accountant Contract basis	1	Rs 18,536/- Per Month	Should have a Graduate in commerce/ Mathematics degree from a recognized university.  At least 1 year experience of working in desired field.  Ability to work on a computer and capable of using MS- Office package, Computerised accounting packages like TALLY and also capable of using the internet independently.  Mandatorily Local candidates should be engaged	Age-18-42 as on 01.07.2024
2	Educator(Part-time)	1	Rs.10,000/- Per Month	Any degree/PG with B.Ed.,  2 years Teaching experience in any Child Care Institution  Computer knowledge must  Mandatorily local candidates should be engaged.	Age-18-42 as on 01.07.2024
3	Art & Craft-cum Music Teacher(Part-time)	2	Rs.10,000/- Per Month	Any Degree with certificate course in Art/Craft/Music.  2 Years working experience in Child Care institutions  Computer knowledge must  Mandatorily local candidates should be engaged	Age-18-42 as on 01.07.2024
4	P.T. Instructor-Cum Yoga Teacher(Part-Time)	2	Rs.10,000/- Per Month	Any Degree with Certificate course in concerned field  2 Years working experience in Child Care institutions  Computer knowledge must	Age-18-42 as on 01.07.2024

				Mandatorily local candidates Should be engaged	
5	Cook Out sourcing basis	1	Rs.9,930/- Per Month	SSC failed/Passed Working experience as Cook in Child Care Institutions Mandatorily local candidates should be engaged.	Age-18-42 as on 01.07.2024
6	Helper Out sourcing basis	2	Rs.7,944/- Per Month	SSC failed or passed Committed and no Past record of moral turpitude. Mandatorily local candidates should be engaged.	Age-18-42 as on 01.07.2024
7	House Keeper Out sourcing basis	2	Rs.7,944/- Per Month	SSC failed or passed Committed and no Past record of moral turpitude. Mandatorily local candidates should be engaged	Age-18-42 as on 01.07.2024
8	Helper Cum Night Watchmen(Women) Out sourcing basis	1	Rs.7,944/- Per Month	SSC failed or passed Committed and no Past record of moral turpitude. Mandatorily local candidates should be engaged.	Age-18-42 as on 01.07.2024
	<b>Total:</b>	<b>12</b>			

The candidates may download the application form prescribed and may submit the filled application form along with attested Xerox copies of education qualifications, Marks lists, experience Caste certificate etc., to the District Women & Child Welfare & Empowerment Officer, Door No.6-93.SNR Academy Road, Uma Sankernagar, 1<sup>st</sup> line, Kanuru, NTR District,Vijayawada-520007 from **26.10.2024 to 05.11.2024 before 5.00 PM (in all working days)** directly by hand. Only qualified shortlisted candidates will be called for interview.

Local Women Candidates are only eligible. Age Limit 18-42 years. 5 years age relaxation to SC,ST,BC,EWS Candidates and 10 years to PWD Candidates.

The District Collector & Chairman, District Selection Committee, NTR District reserves the right to cancel/modify the notification at any time without assigning any reasons.

Applications received after the due date shall not be considered.

*[Signature]*  
DISTRICT WOMEN & CHILD WELFARE  
& EMPOWERMENT OFFICER,  
NTR DISTRICT, VIJAYAWADA

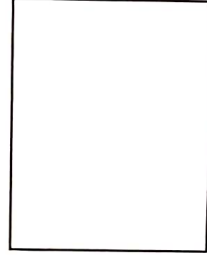
*[Signature]*  
26/10/24

*[Signature]*  
28/10/2024

ANNEXURE - C

CURRICULUM VITAE (CV)

Attested Photo



- 1 Proposed Position : \_\_\_\_\_  
 Adhar No. : \_\_\_\_\_
- 2 Name of the Applicant : \_\_\_\_\_
- 3 Father's Name : \_\_\_\_\_
- 4 Husband's Name : \_\_\_\_\_
- 5 Gender : \_\_\_\_\_
- 6 Permanent Address : \_\_\_\_\_  
 : \_\_\_\_\_
- 7 Present Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- 8 Native Mandal : \_\_\_\_\_
- 9 Native District : \_\_\_\_\_
- 10 Telephone/Mobile/Email : \_\_\_\_\_
- 11 Date of Birth : \_\_\_\_\_
- 12 Nationality : \_\_\_\_\_ Religion \_\_\_\_\_ Caste: \_\_\_\_\_

13 Education qualification (Graduation to Professional Qualification)

Sl.No.	Level Exam	Board/Institution	Year of passing	% Marks obtained	Remarks
1					
2					
2					
4					
5					
6					

14 Membership of professional association (if any): \_\_\_\_\_

15 Other Training (Indicate significant training since degrees under 5-Education were obtained): \_\_\_\_\_

16 Work experience/Employment Record (starting with present position list in reverse order every employment held since graduation, giving for each employment

dates of employment, names of employing organization, Positions held)

(see format here below)



From (Year): \_\_\_\_\_ to (Year): \_\_\_\_\_

Employer: \_\_\_\_\_

Position held: \_\_\_\_\_

Responsibility handled: \_\_\_\_\_

17 Languages (for each language Indicate proficiency: good, fair, or poor in speaking, reading and Writing)  
\_\_\_\_\_  
\_\_\_\_\_

18 Work undertaken that Best illustrates Capability to Handle the Tasks Assigned (Among the assignments in which the incumbent has been involved, indicate the following Information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position)

Name of assignment of Project: \_\_\_\_\_

Year: \_\_\_\_\_

Location: \_\_\_\_\_

Client: \_\_\_\_\_

Main Project features: \_\_\_\_\_

Positions held: \_\_\_\_\_

Activities performed: \_\_\_\_\_

19 Certification  
I, the under signed, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

(Signature)

Date:

GOVERNMENT OF ANDHRA PRADESH  
WOMEN DEVELOPMENT AND CHILD WELFARE DEPARTMENT  
OFFICE OF THE DISTRICT WOMEN & CHILD WELFARE & EMPOWERMENT OFFICER, NTR  
DISTRICT, VIJAYAWADA.

**RECRUITMENT NOTIFICATION**

The District Women & Child Welfare & Empowerment Officer, (DWCWEO) NTR District, Vijayawada invites applications for various posts from the eligible candidates with required qualifications to work in District Child Protection Unit (DCPU), Specialized Adoption Agency (SAA), Children Homes (General & SC) in NTR District, Vijayawada under Mission Vatsalya (only FOR FEMALE Candidates ).

The following positions are purely on Contract/Outsourcing basis. The post wise details are hereunder furnished :


Sl.No.	Name of the Post	Name of the Unit/Agency	No.of Posts prescribed in Mission Vatsalya	Proposed Salary structure in Rs.
1	Accountant	DCPU	1	18,536/-
2	Data Analyst	DCPU	1	18,536/-
3	Manager/ Coordinator	SAA	1	23,170/-
4	ANM (Nurse)	SAA	1	11,196/-
5	Doctor (part time)	SAA	1	9,930/-
6	Ayah	SAA	4	7,944/-
7	Chowkidar(Watch man)	SAA	1	7,944/-
8	Store Keeper cum Accountant	Children Homes(Gen&SC)	1	18,536/-
9	Educator(Part-time)	Children Homes(Gen&SC)	1	10,000/-
10	Art & Craft-cum Music Teacher(Part-time)	Children Homes(Gen&SC)	2	10,000/-
11	P.T. Instructor-Cum Yoga Teacher(Part-Time)	Children Homes(Gen&SC)	2	10,000/-
12	Cook (Out sourcing basis)	Children Homes(Gen&SC)	1	9,930/-
13	Helper Out sourcing basis	Children Homes(Gen&SC)	2	7,944/-
14	House Keeper Out sourcing basis	Children Homes(Gen&SC)	2	7,944/-
15	Helpur Cum Night Watchmen(Women) Out sourcing basis	Children Homes(Gen&SC)	1	7,944/-

Local Women Candidates are only eligible to apply the above Posts. Age limit 18 to 42 years . 5 years age relaxation to the SC,ST,BC,EWS Candidates and 10 years to PWD Candidates.

For further information from District Web Site "[ntr.ap.gov.in](http://ntr.ap.gov.in)." The prospective candidates may download the application form prescribed in Annexure-C and may send/submit the filled application along with attested Xerox copies of education qualifications, Marks lists , experience, Caste certificate etc., to the District Women & Child Welfare & Empowerment Officer, Door No.6-93,SNR Academy Road, Uma Sankar nagar, 1<sup>st</sup> line, Kanuru,NTR District,Vijayawada-520007 from 26.10.2024 to 05.11.2024 before 5.00 PM (in all working days) directly by hand. Only qualified shortlisted candidates will be called for interview.

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 DISTRICT WOMEN & CHILD WELFARE  
& EMPOWERMENT OFFICER,  
NTR DISTRICT, VIJAYAWADA.