



Government of Jammu and Kashmir

# OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER. NODAL OFFICER ONE STOP CENTRE FOR WOMEN(OSC) KULGAM.

## Advertisement Notice

No: 12 of 2022, dated: 10-06-2022

Subject:- Advertisement for engagement of human resource of One Stop Centre (OSC) for Women Kulgam-Fast Tract Recruitment thereof.

Opening date of Receipt of application forms: 13-06-2022.

Closing date of Receipt of application forms: 23-06-2022.

Application are invited from eligible candidates for participation in the selection process for below mentioned posts, purely on temporary/Contractual basis initially for a period of One year on consolidated salary mentioned against each, subject to satisfactory performance and continuation of scheme and funding from the Government. The posts are being advertised for Establishment of One Stop Centre (OSC) for women in the District under Ministry of Women and Child Development Government of India (GOI)

The candidates must possess Domicile Certificates issued by the competent authority on format prescribed for the purpose on or before the last date of Submission of Application Forms. Preference shall be given to the local residents.

The posts are advertised for management of One Stop Centre (OSC) for women Kulgam established under Ministry of Women and Child Development Government of India (GOI).

S.No.	Name of the Post(s)	No. of Vacancies	Consolidated Monthly Salary in Rs.	Educational Qualification	Experience/Other Qualifications
1.	Centre Administrator (Females only)	01	40,000/-	Degree in Law Or Masters in Social Work	i. Age 18-40 years as on 01/01/2022 ii. Five (05) years Experience of working on Violence against women (VAW) issues in an administrative set-up with Government Projects/ programme iii. One Year Experience of Counseling either within or outside the same set-up. iv. She should be resident of the local Community so that the local human resource and experience is utilized for effective functioning of the centre.
2.	Case Worker (Females only)	02	14,000/-	Degree in Law Or Masters in Social Work	i. Age 18-40 years as on 01/01/2022 ii. Three (03) years Experience of working with a Govt. or non-Government Project/Programme. on Violence against women (VAW) in the District. iii. She should be resident of the local Community so that the local human resource and experience is utilized for effective functioning of the centre.
3.	Counselor (Female only)	01	22000	Masters in Social Work/ Clinical Psychology.	i. Age 18-40 years as on 01/01/2022 ii. Minimum 3 years experience of working as counselor/Psychotherapist in reputed Mental Health institute/Clinic at District/State level.
4.	Para Legal personnel/ Lawyer	01	13000	Degree in Law Or Masters in Social Science Subject.	i. Age 18-40 years as on 01/01/2022 ii. Para Legal Training or knowledge of law with at least 3 years experience of working with a Govt. or non-Government Project/ Programme. on Violence against women (VAW) in the District. iii. Candidates with experience of working with District Legal Service authority (DLSA) will be preferred.
5.	Para Medical Personnel (Female Only)	02	10000	Professional Degree in Paramedics with a background in Health right	i. Age 18-40 years as on 01/01/2022 ii. 3 years experience of working within Govt. or non-Government Project/ Programme on VAW at the District.
6.	IT Staff	01	10000	Graduate with Diploma in Computer/ IT	i. Age 18-40 years as on 01/01/2022 ii. Minimum 3 years experience in data management, process documentation and web based reporting formats, video conferencing in a Govt./ Non-Government organization.
7.	Multipurpose Helper	02	10000	Matriculation	i. Age 18-40 years as on 01/01/2022 ii. Minimum 3 years experience of working as peon/Helper etc.
8.	Security Guard	02	10000	Matriculation	i. Age 18-40 years as on 01/01/2022 ii. Minimum 2 years experience as Security Personal in a Govt. or reputed Organization in District/ State level.

Criteria for short listing/Selection for the posts mentioned at serial no. 1-8.

- i. Educational Qualification: 80 Points (on pro-rata basis)
  - ii. Viva-voce: 20 Points.
  - iii. List of shortlisted candidates shall be intimate through print and electronic media and Candidates may be called to bring original testimonials for verification and checking before the interview committee.
  - iv. Any Misrepresentation in the application form disturbing shortlisting may invite legal action.
  - v. No individual interview call letters shall be issued. No TA/DA shall be paid.
- Terms and conditions.
1. Applicant must be domicile of Jammu and Kashmir and resident of District Kulgam.
  2. Applications from District Kulgam, meeting other requirement are encouraged to apply and shall be preferred.
  3. Applicants should be medically fit for field visits in different blocks/Villages of District Kulgam.
  4. Being a temporary contract agreement, it is terminable from either side by one month with advance notice.
  5. There shall be no right to seek permanent absorption in any department or regularization of any sort (Agreement for the same to be sworn before judicial magistrate 1st class needed to be executed upon selection before joining).
  6. Candidates must possess the minimum required qualification at the time of submission of the form, any claim regarding qualification made after the closing date of receiving application forms shall not be entertained.

The last date of receipt of application shall be the cutoff date for determining the eligibility.

7. Candidates must have good moral character.

8. Candidates have to apply separately for each post.

9. No. of posts can be increased or decreased anytime during the selection process and the

Selection committee has the right to reject any application on relevant grounds.

Application forms complete in all respects along with the self-attested copies of qualification/ experience shall be submitted in the office of District

Social Welfare officer Kulgam (D.C office Cum Mini Secretariat Kulgam) person or through registered post by or before 23-06-2022

Forms received after last date due to postal delay shall not be accepted.

Documents to be attached with the application form.

1. Self-attested copies of all the academic/technical qualification certificates.

2. Date of Birth Certificate.

3. Domicile Certificate.

4. Experience Certificate from recognized/ Registered Civil society organization/Institution recognized/registered in the relevant field.

5. Character Certificate.

Sd/-  
District Social Welfare Officer  
Nodal Officer One Stop Centre (OSC)  
Kulgam.

No: DSWO/Kgm/Estt-22/189-94

Dated: 10-06-2022

ONE STOP CENTRE FOR WOMEN (OSC) KULGAM.

APPLICATION FORM FOR THE POST OF \_\_\_\_\_

(Write in CAPITAL letters in own handwriting by blue/black ball point pen, put Tick ( )  
mark in Boxes to indicate your facts

Recent Passport  
size photo Affix  
here

1. Post applied for \_\_\_\_\_ District \_\_\_\_\_

2. Advertisement Notice No. \_\_\_\_\_ 5. No. of the Post \_\_\_\_\_

3. Name of the applicant (In Capital Letters)

4. Father's/Spouse Name \_\_\_\_\_

5. Sex: Male Female

6. Category: - SC ST OBC RBA Any Other

7. Permanent Residential address: Village \_\_\_\_\_

Tehsil \_\_\_\_\_ District \_\_\_\_\_ PIN \_\_\_\_\_

8. Present/Mailing Address \_\_\_\_\_

9. Contact /Mobile No. \_\_\_\_\_ PIN \_\_\_\_\_

10. Marital Status: Married Unmarried

11. Date Of Birth (As Per Matriculation Certificate) \_\_\_\_\_ (Not less than 18 years of Age as on 01-01-2022).  
Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_

12. Educational/ Technical Details from matriculate onwards

Exam	Year of Passing	Board/Institution	Total Marks	Marks Obtained	Percentage% of Marks	Remarks

13. Experience (Previous/Current) (Optional)

Post Held	Organization	Period From To	Nature of Duty

14. Documents attached:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
Date: \_\_\_\_\_  
Place: \_\_\_\_\_  
DECLARATION  
I \_\_\_\_\_ S/O \_\_\_\_\_ R/O \_\_\_\_\_

Tehsil \_\_\_\_\_ District \_\_\_\_\_ do hereby affirm that the entries made herein above in the application form are true and correct to the best of my knowledge and belief and nothing has been concealed therein. I undertake that if any misrepresentation of the facts or concealment of any information in the above application is found at any stage my candidature/selection shall be liable to be cancelled without giving notice to me.

DIPK-3810-22

Signature of applicant