

**GOVERNMENT OF JAMMU AND KASHMIR**  
**OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER RAMBAN**  
 (J-204 Jehlum Block, District Administrative Complex, Maitra Ramban -182144)  
**ADVERTISEMENT NOTICE**

**Subject:- Fresh Advertisement for posts in respect of One Stop Centre (OSC) for Women Ramban (FAST-TRACK RECRUITMENT THEREOF).**

- a. Opening date of receipt of application forms:- **17-10-2022.**  
 b. Closing date of receipt of application forms:- **31-10-2022.**

**Reference:- 1. Mission Shakti Scheme New Implementation guidelines issued vide DO No.: WW- 23/1/2021- WW dated: 14.07.2022.**  
**2. Communication received from Mission Director, Mission Shakti, J&K vide Communication No. : JKRCW/86/2018 dated: 20.09.2022.**

Fresh Applications are invited on prescribed format from eligible candidates for below mentioned posts purely on temporary basis for one year, on consolidated honorarium as per guideline/ norms of the scheme, subject to satisfactory performance, continuation of scheme and funding from the government.

The candidates must be a resident of District Ramban and must possess Domicile Certificate issued by the competent authority on format prescribed for the purpose on or before the last date of submission of application form in accordance with notifications issued by the Ministry of Home Affairs, Government of India vide S.O 1229(E) dated: 31.03.2020 and S.O 1245(E) dated: 30.04.2020 read with the General Administration Department, Government of J&K's vide S.O 166 dated: 18.05.2020 respectively.

The posts are advertised for the hiring of staff regarding management of One Stop Centre (OSC) for Women, Ramban established under Ministry of Women and Child Development, Government of India.

S. No.	Name of the post	No. of posts	Eligibility			Consolidated Monthly Honorarium
			Academic Qualification	Experience	Age	
01.	Central Administrator (Female Only)	01	Master's in Law/ Social Work /Sociology/ Psychology/ Social Science.	At least 05 years experience of working on women related relevant domains in an administrative set up with a Govt. / Non-Govt. Project/ Programme and preferably with at least 01 year experience of counseling either within or outside the same set up.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 40,000/-
02.	Psycho-social Counselor (Female Only)	01	Professional Degree/ Diploma in Psychology/Psychiatry/ Neuro-Sciences with the background in Health Sector.	At least 03 years experience of working within a Government or non Government Health Project/ Programme at the District Level/State Level.	Min-18 years and Max-40 years as on 01.01.2022	Rs. 22,000/-
03.	Case Worker (Female Only)	02	Bachelor in Law/ Social Work/ Sociology/ Social Sciences Psychology.	At least 03 years experience of working on women related relevant domains in an administrative set up with a Govt./Non-Govt. Project/Programme.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 14,000/-
04.	Para-Legal Personnel/ Lawyer	01	Degree in Law / with Legal training or knowledge of laws.	At least 03 years experience of working within Govt. or Non-Govt. women related Project/ Programme at the District Level or any practicing Lawyer with at least 02 years experience of Litigation in any Court of Law.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 13,000/-
05.	Office Assistant with Computer Knowledge	01	Graduate with at least Diploma in Computers/ IT, etc.	At least 03 years experience in Data Management, Process Documentation and Web- Based Reporting Formats, Video Conferencing at State or District Level with Govt. or Non Governmental/ IT Based Organizations.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 11,000/-
06.	Para-Medical Personnel (Female Only)	01	Professional Degree/ Diploma in Para-Medics with the background in health sector.	Preferably with at least 03 years experience of working within a Govt. /Non-Govt. health Project/ Programme at the District Level.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 10,000/-
07.	Multi Purpose Staff/ Cook	03	Matriculation	At least 3 years of knowledge/ experience as working in the relevant domains.	Min-18 years and Max-40 years as on 01-01-2022	Rs. 10,000/-
08.	Security Guard/ Night Guard	03	Matriculation	At least 02 years experience of working as security personnel in a Govt. or Reputed Organization in the District/ State level. He/ She should preferably be retired military/Paramilitary personal	Min-18 years and Max-40 years as on 01-01-2022	Rs. 10,000/-

**CANDIDATES, WHO HAD APPLIED BEFORE, are also required to apply afresh if they fall under specific criteria as per new guidelines.**

**Criteria for Short-Listing / Selection for the posts:**

- Candidates shall be shortlisted based on the merit of their educational qualification points in the ratio of 1:5 i.e. 5 candidates for one post (in case the candidates are more than 1:5 ratio). However, in the case where candidates are less than 1:5 ratio all Candidates shall be called for interview.
- List of shortlisted candidates shall be intimated through print and electronic media and candidates may be required to bring original testimonials for verification and checking before the interview committee constituted for the purpose.
- Any misrepresentation of facts on the application form disturbing the short listing may invite legal action/disqualification.
- No individual interview call letters shall be issued. No TA/DA will be paid.

**Pro-Rata bifurcation of points for different Posts:**

<b>01.</b>	<b>Central Administrator :</b> a. Post-Graduation = 80 points b. Viva-voce = 20 points	<b>05.</b>	<b>Psycho-social Counselor:</b> a. Degree/Diploma= 80 points b. Viva-voce = 20 points
<b>02.</b>	<b>Case Worker :</b> a. Graduation = 80 points b. Viva-voce = 20 points	<b>06.</b>	<b>Office Assistant with Computer Knowledge:</b> a. Graduation= 80 points b. Viva-voce = 20 points
<b>03.</b>	<b>Para Legal Personnel/Lawyer:</b> a. Degree (in Law) = 80 points b. Viva-voce = 20 points	<b>07.</b>	<b>Multi-Purpose Staff/Cook:</b> a. Matriculation = 70 points b. Viva-voce = 30 points
<b>04.</b>	<b>Para Medical Personnel:</b> a. Degree/Diploma= 80 points b. Viva-voce = 20 points	<b>08.</b>	<b>Security Guard:</b> a. Matriculation = 70 points b. Viva-voce = 30 points

Sd/-

**District Development Commissioner,**  
**Ramban**  
**(Chairman, One Stop Centre)**