

**OFFICE OF THE DISTRICT WOMEN AND CHILD WELFARE & EMPOWERMENT
OFFICER,WD&CW DEPARTMENT, VIZIANAGARAM.**

**WD&CW Dept., Vizianagaram- As per the instructions issued by the District
Collector & Chairman of the Selection Committee the Previous Notification
No.1109/2023/A2/MVS (ICPS), dt.20.11.2023 is cancelled due to
Administrative Grounds and issued Re - Notification for Recruitment of
following posts in District Child Protection Unit (DCPU),Specialized Adoption
Agency(SAA) and Children Homes in Vizianagaram District.**

File. No.1109/2023/A2, MVS(ICPS), dt.04.09.2024

The District Women & Child Welfare and Empowerment Officer, WD&CW Dept.,1st Floor, Collectorate Complex, Vizianagaram – 535003 invites applications from the eligible candidates for the following posts in the District Child Protection Unit (DCPU) Specialized Adoption Agency (SAA) and Children Homes working under the administrative control of O/o. District Women & Child Welfare and Empowerment Officer at Vizianagaram.

| Sl. No | Name of the Office | Name of the Post | Eligibility Criteria | Nature of Appointment | No of Posts | Monthly Eligible Remuneration (PM) |
|--------|---|--|---|-----------------------|-------------|-------------------------------------|
| 1 | District Child Protection Unit(DCPU) | District Child Protection Officer (DCPO) | a). Post Graduate degree in Social Work/ Sociology/ Child Development/Human Rights Public Administration/ Psychology / Psychiatry/ Law/Public Health/Community Resource Management from a recognized University. b).At least 3 years of experience of working with the Govt./Non-Government Organization in Documentation, training & Capacity Building, Project formulation/implementation, monitoring and supervision preferably in the field of Women & Child Development/Social Welfare. c).Proficiency in Computers. | Contract Basis | 1 | 44,023/- |
| 2 | District Child Protection Unit(DCPU) | Assistant cum Data Entry Operator | a).12 th pass from a recognized Board/ Equivalent Board with Diploma/ Certificate in Computers. b).Weightage for work experience candidate | Contract Basis | 1 | 13,240/- |
| 3 | Specialized Adoption Agency(SAA), Vizianagaram) | Social Worker cum Early Childhood Educator (Applicable for Women candidate only) | a) Should have Graduate preferably in BA in Social Work/Sociology/Social Sciences from recognized University. b) 2years experiences with the Govt./ NGO preferably in the field of Women & Child Development. C) 1 year of overseeing institutions that provide residential care and support to children d)Proficiency in Computers (MS Office with Internet) | Contract Basis | 1 | 18,536/- |

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| 4 | <u>Children Home</u> Gajapathi nagarm -1 & Bobbili-1 | Storekeeper cum Accountant (Applicable for Women candidates only) | a).Graduate in Commerce/ Mathematics degree from recognized University. b).At least 1year experience of working in desired field c).Computer Skills & command on Tally | Contract Basis | 2 | 18,536/- |
| 5 | <u>Children Home,</u> Vizianagaram-2 Gajapathinagarm-1& Bobbili-1 | Cook (Applicable for Women candidates only) | a).Should have 3 years Experience in cooking in institutions and capable to cook for 50 inmates (children), b).10 th class pass/fail, Physicalfitness certificate required as per ICPS guidelines(G.O.RT.No.114, dt.28.05.2015) | Out Sourcing Basis | 4 | 9,930/- |
| 6 | <u>Children Home,</u> Vizianagaram-1 Gajapathinagarm -1 & Bobbili-1 | Helper cum Night Watchmen (Applicable for Women candidates only) | 7 th class pass/fail, should have 3years experience in cooking and house hold duties, especially work in institutions. (Physical fitness certificate required). as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015) | Out Sourcing Basis | 3 | 7,944/- |
| 7 | <u>Children Home</u> Vizianagaram-1 & Gajapathinagarm -1 | HouseKeeper (Applicable for Women candidates only) | 10 th class pass/fail, preferable any diploma in housekeeping, Should have 3 years Experience in housekeeping and house hold duties (especially working experience in institutions, Physical fitness certificate required as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015) | Out Sourcing Basis | 2 | 7,944/- |
| 8 | <u>Children Home</u> Vizianagaram-1 Gajapathinagarm -1 & Bobbili-1 | Educator (Applicable for Women candidates only) | B.Sc,B.Ed in Mathematics and Science, should have 3 years experience, B.A Degree with B.Ed should have 3 years experience in English, Social and other subjects as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015) Time: Morning Shift:04:30 AM to 05:30 AM and Evening Shift:06:00 to 08:00 PM as per ICPS guidelines. | Part Time | 3 | 10,000/- |
| 9 | <u>Children Home</u> Vizianagaram-1 Gajapathinagarm -1 & Bobbili -1 | Art & Craft cum Music Teacher(Appl icable for Women candidates only) | a).10 th class certificate, Diploma in embroidery, tailoring and handicrafts i.e., soft toy making, handmade works, painting etc. From recognised institute, b).should have 3 years experience in arts and crafts c)Music teacher: Diploma in Music from recognised university, should have 3 years experience as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015) | Part Time | 3 | 10,000/- |

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| 10 | <u>Children Home</u> Vizianagaram-1, Gajapathinagarm -1 & Bobbili-1 | PT Instructor cum Yoga Teacher1 (Applicable for Women candidates only) | Degree/Diploma Physical Educational Training and preference 3 years experience in Private or Govt., Organisations as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015). Time: Work from 06:30 to 07:30 AM and 04:30 to 05:30 PM all working days on Sundays 06:30 to 08:30 AM & 04:30 to 06:30 PM as per ICPS guidelines | Part Time | 3 | 10,000/- |
| | | | Total | | 23 | |

All eligible candidates are requested to logon to <https://vizianagaram.ap.gov.in> and download application form, Educational qualifications and experience prescribed to the above posts from **Recruitment Notification for the Vacant Positions(Contractual, Out Sourcing & Part Time) under Mission Vatsalya(ICPS), A.P Society for Protection and Empowerment of Women and Children.** and send the filled in application along with enclosures before 20.09.2024. The candidate age should be 25-42 years as on 01.07.2023 and SC/ST/BC candidates relaxed 5 years of age. For any further information, please contact O/o the Dist. Women & Child Welfare & Empowerment Office, 1st Floor, Collectorate Complex, Vizianagaram – 535003 during the working hours. Applications without furnishing/enclosing requisite information will not be considered. Only qualified and short-listed candidates will be called for interview/discussion and top listed candidates shall be considered for selection. The under signed officer is reserves the right to cancel the notification without assigning any reasons.

Sd/-Dr.B.R.Ambedkar
District Collector &
Chairman of the Selection
Committee of DCPS
Vizianagaram

// T.C.F.B.O.//


Dist.Women & Child Welfare and
Empowerment Officer
Vizianagaram


11/09/24