

GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER
GOLAGHAT :: ASSAM.

NO. G.P. 12/93-74

Dated, the... 4th Sep/20

ADVERTISEMENT.

Applications are invited from the from eligible candidates who are citizen of India as defined under Article 5 to 9 of the Constitution of India and fulfill the eligibility norms of educational qualification, age etc. as mentioned below against each category of purely temporary contractual posts. The posts have been created under "District Level Centre for Women (DLCW)" for the Districts of Golaghat under "National Mission for Empowerment of Women (NMEW)" to support all the Women Welfare scheme including "Mahila Shakti Kendra (MSK)

Remuneration:

1. Women Welfare officer: Rs 35,000/-(fixed)
2. District Coordinator: Rs 20,000/-(fixed)

How to Apply:

Candidates shall be required to download the prescribed application form from the website <http://golaghat.gov.in> w.e.f 03 /09/2020 and send duly filled in application with the requisite documents indicated below.

A. One copy of the recent passport size photograph (size of 3.5 × 4.5) to be properly pasted on the space provided in the application form. Do not staple the photograph.

B. Age-proof certificate (Admit/Certificate of HSLC or equivalent examination)

C. Particulars of all examination passed commencing with Matriculation or equivalent Examination.

A candidate could apply only for one post. The envelope sending the application should be superscripted "Application for Women Welfare Officer or District Coordinator in the District Level Centre for Women (DLCW) " on the top of the envelope and it should be addressed to the Deputy Commissioner, Golaghat, Assam, PIN- 785621.

The applicant shall furnish self-attested photocopies of the above mentioned documents with declaration as 'Certified to be true copy of the original' along with the application.

Sl no. Name of the Post.	No. of Post.
1 Women Welfare Officer	1 (One)
2 District Coordinator	2 (Two)

However, in case of detection of any false declaration made by the candidate/applicant, he/she will be penalized as per rules/law.

Applications not signed by the candidates will be summarily rejected.

Duly filled Application Forms will be received till 5 pm of 30/09/2020 only.
Applications (including through post) received after the last date shall not be entertained.

Eligibility:

- a) Nationality: The candidate must be an Indian citizen.
- b) Age: The candidates should not be more than 35 years of age as on 01.01.2020
- c) Candidates must possess the prescribed qualification on the date of submission of their applications

d) Required qualification/skills for **Women Welfare Officer**.

- Masters in Social Work (from a recognised university) with understanding of schemes/programmes implemented with focus on women.
- Capable of communicating in the local language/dialect and effectively liaison with district officials.
- Proficiency with computers for report writing & MIS
- Preference will be give to candidates who have experience of working with civil society organisation; Women and resident of same district.

e) Required qualification/skills for **District Coordinator**.

- Graduate in Social Work (from a recognised university).
- Preference will be give to candidates who are well versed with issues related to women in the District; Able to work with computers such as Word, Excel & Power Point; Women & resident of same district.


f) Candidates awaiting results of the qualifying examination for eligibility on the closing date of submission of application need not apply.

Only short listed candidates will be called for interview for which no TA/DA, will be paid. List of shortlisted candidates will be published in the website <http://golaghat.gov.in> on **15 /10/2020**. The date of the interview will be notified in the website <http://golaghat.gov.in> subsequently, therefore, the candidates are advised to visit the website regularly. **No separate call letters will be sent for attending the interview.**

The candidates have to bring their original documents at the time of the interview.

The undersigned reserve the right to re-schedule/Cancel the interview as well as to reject any or all applications without assigning any reasons thereof.

Canvassing directly or indirectly shall disqualify a candidate.


Deputy Commissioner
Golaghat

APPLICATION FORM FOR THE POST OF WOMEN WELFARE OFFICER/ DISTRICT COORDINATOR OF DISTRICT LEVEL CENTRE FOR WOMEN (DLCW) UNDER THE SCHEME MAHILA SHAKTI KENDRA FOR GOLAGHAT DISTRICT.

TO

The.....

Name of the Post.....

passport size
photograph (size
of 3.5 × 4.5)

IMPORTANT INSTRUCTION :

(1) PLEASE READ THE INFORMATION AND THE INSTRUCTIONS TO CANDIDATES CAREFULLY BEFORE FILLING UP EACH ITEM BELOW

(2) The following information is to be filled in by the applicant neatly in English only with BLACK BALL POINT PEN ONLY

(3) Paste the Passport Photograph in the Box with gum or glue and do not Staple

(4) Do not make any stray marks on this form

(5) Application not signed by candidate shall be rejected.

(a) Name of the candidate : (in Capital letters as per Matriculation Certificate/Admit Card)

(b) Present Address (IN BLOCK LETTERS) : Vill/ Town.....Road/Bye lane/ Ward
No.....House No, if any

P.O.....P.S.....Dist.....State.....
.....PIN.....

Contact No..... E mail.....

2. (a) Father's / Husband's Name (IN BLOCK LETTERS):.....

(b) Mother's Name (IN BLOCK LETTERS) :.....

3. Permanent Address (IN BLOCK LETTERS) : Vill/ Town.....

Road/Bye lane/ Ward No.....House No, if any

P.O.....P.S.....Dist.....

State.....PIN.....

Contact No:..... E mail.....

4. Gender (Tick \checkmark in the appropriate box) : Male Female Other

5. Date of Birth (Enclose a copy) :(DD/MM/YYYY)(as per Matriculation or equivalent examination)

6. Age on 01/01/2020:Years.....Month(s).....Day(s)

7. Nationality :.....

8. Previous occupation, if any :.....

9. Are you employed (Tick ✓), if employed : Yes..... No..... Submit an Employment Certificate (Self Declaration)

10. Present occupation, if any (describe briefly):.....

11. Particulars of all examinations passed :..... Commencing with Matriculation or Equivalent Examination.

Sl No.	Examination	Passed	Class or Division	Percentage Of Marks	Year	Subjects
1.						
2.						
3.						
4.						
5.						

12. Other Qualification (Computer Proficiency) :

13. Language Known (Read, Write and Speak) (✓) :

Sl No.	Language	Read	Write	Speak
a.	English			
b.	Bengali			
c.	Assamese			
d.	Hindi			
e.	Other			

14. I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief . In the event of any information being found false or incorrect or ineligibility being detected before or after the examination/interview, action may be taken against me by this office as may deem fit.

Place.....
Date.....

Signature of Candidate (in full)