

**UT ADMINISTRATION OF DAMAN & DIU  
CHILD PROTECTION SOCIETY OF UT OF DAMAN & DIU  
CHILD PROTECTION SERVICES,  
SOCIAL WELFARE DEPARTMENT,  
DHOLAR, MOTI DAMAN-396 220.**


**ADVERTISEMENT**

The Child Protection Society of UT of Daman & Diu is invites applications from the eligible candidates for Two Posts, 1) District Child Protection Officer under District Child Protection Unit, Daman and 2) Programme Officer under State Adoption Resource Agency (SARA), Daman to render the support for strengthening the Child Protection Services (CPS) in Daman district on Contract Basis for period of 11 months.

The details for the same has been uploaded on official website [www.daman.nic.in](http://www.daman.nic.in) and [www.ddscps.in](http://www.ddscps.in).

NO.SW/ICPS/DMN/2018-19/225

Dated: 31/12/2018

  
Deputy Secretary (Social Welfare)  
Daman & Diu

**ADMINISTRATION OF DAMAN & DIU (U.T),  
SOCIAL WELFARE DEPARTMENT,  
COLLECTORATE, DHOLAR,  
MOTI DAMAN-396 220.**

Dated: 31/12/2018

NO.SW/ICPS/DMN/2018-19/225

**ADVERTISEMENT**

The Child Protection Society of Union Territory of Daman & Diu is invites applications from eligible candidates for below mentioned post on Contract Basis for 11 months to engage the professional staff for UT/District level structure under Child Protection Services (CPS) at Daman :-

Sr. No	Name of the post	No. of Post	Age	Qualification or Specialized Knowledge Experience Required	Nature of Duties
1	<b>District Child Protection Officer</b>  [District Child Protection Unit (DCPU), Daman] @ (Rs.33,250/-)	01	45 years	<ul style="list-style-type: none"> <li>❖ PG degree/Child Development/Social Work/Sociology/Psychology/Law/Human Rights/NGO Mgt./Public Administration from a recognized University.</li> <li>❖ 3 years of experience in project Formulation/ implementation, monitoring &amp; supervision in the fields of Child Development/Social Welfare.</li> <li>❖ Experience in Advocacy, Research &amp; Documentation, Training &amp; Capacity Building, Designing &amp; Production of IEC materials, Information Technology, Media &amp; Mass Communication would be preferred.</li> <li>❖ Computer skills and excellent writing skills.</li> <li>❖ Fluency in English, Hindi &amp; Gujarati.</li> </ul>	<ul style="list-style-type: none"> <li>❖ He/ She shall be responsible for carrying out all the functions of the DCPU at the district level.</li> <li>❖ Shall coordinate &amp; supervise implementation of the CPS &amp; all Other child protection activities at district level including monitoring &amp; supervision of all institutions/ agencies/ projects/ programmes/ NGOs &amp; shall report to SCPS at the State level.</li> <li>❖ Shall report to SARA for the purpose of coordinating no institutional care programme at district level.</li> <li>❖ Shall be responsible for developing an Annual District Child Protection Plan, resource directory of child related services &amp; child tracking system at district level.</li> <li>❖ He/She shall also be coordinating &amp; networking with all the line departments/officers including: District Magistrate, District Judge, Superintendent of Police, Child Development Project Officer (CDPO), Labour Officer, Education Officer, Chief Medical Officer, Municipal Authorities &amp; Members of Zila Parishad &amp; other local bodies.</li> <li>❖ He/She shall also coordinate with the voluntary Organizations, Hospitals/Nursing Homes, CWCs, JJBs, Child line &amp; other authorities at district level who have direct or indirect impact on child protection</li> <li>❖ He/She shall head of the home Management Committee of every institution.</li> <li>❖ He/She shall conduct a monthly review meeting with all stakeholders including</li> <li>❖ Any other task assigned by the supervisory authority.</li> </ul>

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2	<b>Programme Officer</b>  [State Adoption Resource Agency(SARA), DAMAN] @ (Rs.26,250/-)	01	40 year	<ul style="list-style-type: none"> <li>❖ PG degree in Community Development/ Child Psychology /Child Development/ Social Work / LLB /Sociology / Human Rights/ Public Administration/ MBA (Human Resource) from a recognised university</li> <li>❖ 01 year of working experience in project formulation/ implementation, monitoring and supervision in the fields of Child Developments/ Social Welfare</li> <li>❖ Experience in Advocacy, Research &amp; Documentation, Training &amp; Capacity Building, Designing &amp; Production of IEC materials, Information Technology, Media &amp; Mass communication would be preferred.</li> <li>❖ Computer Skills and excellent writing skills</li> <li>❖ Fluency in English, Hindi &amp; Gujarati Languages</li> </ul>	<ul style="list-style-type: none"> <li>❖ He/She shall work under the overall supervision of the Programme Manager SCPS/SARA (Adoption, Sponsorship, Foster care) to assist him/her is supervision and monitoring of all the adoption programmes, Advocacy, Research &amp; Documentation, Training &amp; Building, Designing &amp; Production of IEC materials would programmes, sponsorship and foster care services for children in need of care and protection in the state.</li> <li>❖ Any other task assigned by the supervisory authority.</li> </ul>
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Candidates should apply with detailed bio data in the prescribed format suggested below with a recent passport size photograph duly self attested by themselves and photocopies of testimonials in support of qualifications, experience and age should be sent by RPAD/ courier or by hand within 15 days from the date of the advertisement in a sealed cover subscribing in bold letter **Application for the post of \_\_\_\_\_** to address to **The Dy. Secretary, Child Protection Services, D ¼, Govt. Qtrs, Dholar, Moti Daman-396220.**

**Note:**

- Eligible candidates will be informed through phone.
- No TA/DA will be paid for attending the interview.
- If any candidate fulfils the essential criteria for both the posts, then he/she can apply separately for both the posts.

  
 Deputy Secretary,  
 Social Welfare Dept.,  
 Daman

**FORMAT**

**APPLICATION FORMAT FOR THE POST \_\_\_\_\_**

**(Application should be filled up by computerized only)**

Paste Recent  
Self Attested  
Passport Size  
Photograph

1. Name in full :
2. Father's Name :
3. Present Postal Address :
4. E- mail :- :
5. Mobile No. :
6. Nationality :
7. Date of Birth (DD/MM/YYYY) : \_\_/\_\_/\_\_ Age as on 00/00/2018 \_\_/\_\_/\_\_
8. Domicile of Daman / Diu : Yes / No
9. Educational Qualification (From SSC Onwards) :-

Sr. No.	Qualification	Board / University	Year of Passing	Percentage

**10. List of previous Employments:-**

Name of Organization	Designation	Pay Scale with date	Period of Service	
			From	To

**11. Any other relevant Information:-**

**Declaration:-**

I, declare that I fulfill all the condition of eligibility regarding age limit and Education Qualification, Experience etc., for the post of \_\_\_\_\_

I declare that all statements made by me in this application form and information sheet are true and complete to the best of my knowledge and belief, I also understand that in case, any of my statements is found untrue during any stage of recruitment and therefore, I shall be disqualified for and I shall be liable for any penal action.

Dated: -

Place:

(Signature of Candidate)

Copy Encl:

- Self Attested copies of relevant Certificate/ Documents should be attached along with application form.
- Please bring filled copy of the same at the time of interview.