

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

No. SW/356/2012-13/ 1185

Dated : 04/03/2014

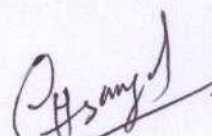
ADVERTISEMENT FOR INTERVIEW

The state mission and state Resource Centre for Women, Daman & Diu is conducting an interview for the following posts purely on contract basis, Details of posts are as follows:

Sr. No	Name of the Post with gross emoluments per month	No. of Post	Age Limit	Qualification & Experience
1	State Coordinator (Rs.35000/- p.m)	01	Maximum 45 Years	Master's Degree in Social Work/ Economics/ Women's studies/ Law/ Governance/any other related field. <ul style="list-style-type: none"> • Minimum Experience of 3 years of working on women's issues. • Good knowledge of computers and ability to work in MS office packages, Working Knowledge of Spreadsheet and presentation packages. • Experience in the livelihood sector, including exposure to the Microfinance sector.
2	Research Officer (Rs.25,000/- p.m)	01	Maximum 45 Years	Essential: <ol style="list-style-type: none"> 1. Masters Degree in Social Work/Economics/Women's Studies/Law/Governance/any other related field. 2. Minimum Experience of 3 years in Research field. 3. Must have computer knowledge and ability to work in various MS Office, data analysis packages like SPSS, STATA etc. Desirable: Previdous experience of working with the government General Condition: Involves extensive travel within the UT
3	Data Entry Operator (RS.10,000/- p.m)	01	Maximum 35 Years	Essential: <ol style="list-style-type: none"> 1. Graduate in any discipline 2. Typing Speed on 30 wpm is essential 3. Minimum work experience of 3 years Desirable: Diploma in Computer applications, Managing computer systems and hardware.
4	Peon(Multi Tasking Staff) (Rs. 5000/- p.m)	01	30 Years	Essential: 1. 10 th pass of ITI pass or equivalent. Desirable: Knowledge of local language
5	Village Coordinator at Panchayat Level (Rs. 4000/- p.m)	06 (Daman - 4 & Diu - 3)	Maximum 45 Years	<ol style="list-style-type: none"> 1. Atleast Class 10th pass/12th pass (if the required qualification is not available then 8th class pass.) 2. Resident of Gram Panchayat 4. Good communication skills in public relations, public dealing , information dissemination etc.

Candidates should submit applications giving full details regarding Educational and other qualifications, Experience, Date of Birth, address with contact details etc. accompanied with attested copies of each certificate so as to reach The office of Social Welfare Department, Tribal Sub plan, Collectorate, Dholar, Moti Daman-396210, till 24th March, 2014 by 4 p.m. Candidates holding Domicile Certificate of Daman & Diu will be given preference. The applications received with requisite documents as stated above shall only be taken into consideration if received within the stipulated time. No correspondence will be entertained as regards to incomplete/time barred applications. Document verification for the above post will be carried out and eligible candidates shall be informed separately for final interview.

No TA/DA shall be paid for attending the interview.


 (C.M. Bangal)
 Statistical Officer
 Social Welfare Department
 Daman.