

ANNEXURE - A

**GOVERNMENT OF ANDHRA PRADESH
WOMEN DEVELOPMENT AND CHILD WELFARE DEPARTMENT
OFFICE OF THE DISTRICT WOMEN AND CHILD WELFARE & EMPOWERMENT
OFFICER,WD&CW DEPARTMENT, ALLURI SITHARAMA RAJU DISTRICT.**

**Notification for Recruitment of following posts in CHILDREN HOMES (PDERU &
CHINTHAPALLI) Alluri Sitharama Raju District**

File. No.286/2023/A1, Dt: 03.09.2024

The District Women & Child Welfare and Empowerment Officer, Alluri Sitharama Raju District invites applications from the eligible candidates for the following posts in the Children Homes working under the administrative control of O/o. District Women & Child Welfare and Empowerment Officer at Alluri Sitharama Raju District.

Age limit for all posts 25 – 42 years as on 01-07-2024. (Age relaxation is provided as per Government rules in force)

I.Chidren Home, Paderu (Applicable for Women candidates only)					
Sl. No	Name of the Post	Eligibility Criteria	Nature of Appointment	No. Posts	Monthly Eligible Remuneration(PM)
1	Cook Age 25-42 Years (as on 01.07.2024)	a).Should have 3 years Experience in cooking in institutions and capable to cook for 50 inmates (children), b).10 th class pass/fail, Physical fitness certificate required as per ICPS guidelines(G.O.RT.No.114, dt.28.05.2015)	Out Sourcing Basis	1	9,930/-
2	Helper cum Night Watchman Age 25-42 Years (as on 01.07.2024)	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	1	7,944/-
3	Educator Age 25-42 Years (as on 01.07.2024)	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	1	5,000/-
4	Art & Craft cum Music Teacher Age 25-42 Years (as on 01.07.2024)	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	Part Time	2	5,000/-

		from recognised university, should have 3 years experience as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015)			
2.Children Home, Chinthapalli (Applicable for Women candidates only)					
1.	Officer - in- Charge (Superintendent)	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 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. Proficiency in Computers.	Contract Basis	1	33,100/-
2	Cook Age 25-42 Years (as on 01.07.2024)	a).Should have 3 years Experience in cooking in institutions and capable to cook for 50 inmates (children), b).10 th class pass/fail, Physical fitness certificate required as per ICPS guidelines(G.O.RT.No.114, dt.28.05.2015)	Out Sourcing Basis	2	9,930/-
3	Helper cum Night Watchman Age 25-42 Years (as on 01.07.2024)	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	1	7,944/-
4	PT Instructor cum Yoga Teacher Age 25-42 Years (as on 01.07.2024)	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	1	5,000/-
5	Educator Age 25-42 Years (as on 01.07.2024)	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	2	5,000/-
6	Art & Craft cum Music Teacher Age 25-42 Years (as on 01.07.2024)	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	Part Time	1	5,000/-

		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)			
--	--	--	--	--	--

The candidates (**FEMALE Candidates Only**) who desires to apply can download the application from above website <http://allurisitharamaraju.ap.gov.in> and send/submit the filled application form along with attested Xerox copies of education qualifications, marks lists, experience certificate etc., to the District Women & Child Welfare & Empowerment Officer, Near Talasingi, Beside Balasadan, Paderu, A.S.R.district-531024, from **04-09-2024** to **13-09-2024** on or before 5.00 PM (In working days) directly or by Registered post. Applications arriving late will not be accepted. Only qualified short list candidates will be called for interview.

The Collector & District Magistrate / Chairman. Alluri Sitharama Raju District reserves the right to cancel the notification at any time without assigning any reasons.

Sd/- A.S. Disnesh Kumar, I.A.S

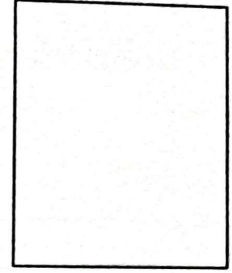
COLLECTOR & DISTRICT MAGISTRATE
ALLURI SIHARAMA RAJU DISTRICT

// t.c.f.b.o //

V. S. S. S.
DISTRICT WOMEN & CHILD WELFARE
& EMPOWERMENT OFFICER
ALLURI SITHARAMARAJU DISTRICT
3/9/2024

ANNEXURE - B
CURRICULUM VITAE(CV)

Attested Photo



1 Proposed Position : _____
Adhar No. : _____

2 Name of the Applicant : _____

3 Father's Name : _____

4 Husband's Name : _____

5 Gender : _____

6 Permanent Address : _____

7 Present Address : _____

8 Native Mandal : _____

9 Native District : _____

10 Telephone/Mobile/Email : _____

11 Date of Birth : _____ Age as on

01.07.2024 :- _____ Yrs. _____ Months. (certificate must be enclosed)

12 Nationality : _____ Religion _____ Caste: _____

13 Education qualification (Graduation to Professional Qualification)

Sl.No.	Level Exam	Board/Institution	Year of passing	% Marks obtained	Remarks
1					
2					
2					
4					
5					

14 Membership of professional association (if any): _____

15 Other Training (Indicate significant training since degrees under 5-Education were obtained):

Work experience/Employment Record (Certificate must be enclosed) [Starting with present position, list in reverse order every employment held since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

From	To	Period (Years & Months)	Employer	Positions held	Responsibility handled

12. Computer skills (certificate must be enclosed):

From (Year): _____ to (Year): _____

Employer: _____

Position held: _____

Responsibility handled: _____

17 Languages (for each language Indicate proficiency: good, fair, or poor in speaking, reading and Writing)

18 Work undertaken that Best illustrates Capability to Handle the Tasks Assigned (Among the assignments in which the incumbent has been involved, indicate the following Information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position)

Name of assignment of Project: _____

Year: _____

Location: _____

Client: _____

Main Project features: _____

Positions held: _____

Activities performed: _____

19 Certification :

I, the under signed, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

(Signature)