

## SITUATION VACANT

The following post are required on contract basis in the units of the Chandigarh Child & Women Development Corporation Limited and Union Territory of Child Protection Society:-

Sr. No	Name of Post & Institution	Name of Unit	No. of Post	Qualification	Age	Remuneration (Fixed-P.M.)	Remarks
1.	Helpline Administrator (Female)	Women Helpline	01	<ul style="list-style-type: none"><li>➤ Any woman having a Masters in Law/ Social Work/ Sociology/Social Science/Psychology with at least 5 years' experience of working on women related relevant domains in an administrative set-up with a Government or Non-Government project/programme and preferably with at least 1-year experience of counselling either within or outside the same set-up.</li><li>➤ She should be preferably a resident of the local community so that local human resource and expertise is utilised for effective functioning of the centre.</li></ul>	18-37 years	Rs. 36,453/-	Walk-in-Interview on 01.08.2023
2.	Call Operator (Female)	Women Helpline	07	<ul style="list-style-type: none"><li>➤ Graduate from recognized board or institution.</li><li>➤ Any women having good communication skills in Hindi, English and / or regional languages and having requisite qualifications and experience of working on telecom / web based relevant systems.</li></ul>	18-37 years	Rs. 25,389/-	Walk-in-Interview on 01.08.2023
3.	IT Supervisor	UTCPS	01	<ul style="list-style-type: none"><li>➤ Graduate with at least diploma in computers/ IT etc.</li><li>➤ Minimum of 3 years' experience in data management, process documentation and web-based reporting formats, video conferencing at state or district level with government or Non -Governmental / IT based organizations.</li></ul>	18-37 years	Rs. 30,189/-	Walk-in-Interview on 01.08.2023
4.	Helpline Administrator	UTCPS	01	<ul style="list-style-type: none"><li>➤ Masters in Law/ Social Work/ Sociology / Social Science/ Psychology with at least 5 years' experience of working on child related relevant domains in an administrative set-up with a Government or Non-Government project/programme and preferably with at least 1 year experience of counselling either within or outside the same set-up.</li><li>➤ She/He should be preferably a resident of the local community so that local human resource and expertise is utilized for effective functioning of the centre.</li></ul>	18-37 years	Rs. 36,453/-	Walk-in-Interview on 01.08.2023
5.	Call Operator	UTCPS	07	<ul style="list-style-type: none"><li>➤ Graduate from recognized board or institution.</li><li>➤ He/She should have good communication skills in Hindi, English and/or regional languages and have requisite qualifications and experience of working on telecom/web based relevant systems.</li></ul>	18-37 years	Rs. 25,389/-	Walk-in-Interview on 01.08.2023

Interested candidates shall reach the premises of Vocational Training Centre, Aasha-Kiran, Sec-46D, Chandigarh on dated 01.08.2023 between 09:30 AM to 10:30 AM alongwith the complete bio-data, filled application form, self-attested copies of testimonials, one passport size photograph and original certificates.

**Disclaimer:-** The Competent Authority reserves the right to cancel the selection process at any time before issuance of the appointment letter.

**No TA/DA will be paid to the candidates for attending the walk-in-interview.**

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DSW-CUM-MD CCWDC  
ADDITIONAL TOWN HALL BUILDING, 3<sup>RD</sup> FLOOR,  
SECTOR 17-C, CHANDIGARH  
Phone No. 0172-2780140

**APPLICATION FORM**

Paste recent passport  
size photograph

Post applied for: \_\_\_\_\_

Full Name : \_\_\_\_\_

Father's Name/ Husband's Name: \_\_\_\_\_

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Permanent Address:

\_\_\_\_\_

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Correspondence Address:

\_\_\_\_\_

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Mobile No. : \_\_\_\_\_ Email ID:

\_\_\_\_\_

Date of Birth: \_\_\_\_\_ Present Age as on date of advertisement: \_\_\_\_\_  
yrs.

Educational Qualification:

Qualification	Subjects		Name of School/University	Marks obtained	Total Marks	%	Year of passing
	Principal	Subsidiary					
10 <sup>th</sup>							
12 <sup>th</sup>							
Diploma							
Graduation							
Post- Graduation							
Any Other							

Any other							

Experience (If any):

Name of organization	Designation	Nature of Duties	Period		Duration
			From	To	

**Declaration:** *"I hereby declare that all the statements made in the application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue/false/incorrect or I do not satisfy the eligibility criteria, my candidature/appointment will be cancelled/terminated without assigning any reason thereof. I have read the contents of the advertisement and agree to abide by the rules, regulations and procedures for appointment to the post applied for."*

Date:

Place:

(Signature of the applicant)