

Administration of  
UT Administration of Dadra & Nagar Haveli  
Social Welfare Department (Section – ICPS)  
Block 4, PWD Office Campus  
Silvassa

F. No. 20/02/2013-Recr./ICPS/DNH/Part-II/96

Date: 20/07/2016

**Advertisement**

The Department of Social Welfare, UT Administration of Dadra & Nagar Haveli, Silvassa requires persons against the following posts purely on **contract basis** for a period of one year for its District Child Protection Unit (DCPU) under Integrated Child Protection Scheme (ICPS).

Sr. No	Name of Posts with gross emoluments per month	No. of Vacant Positions	Age Limit	Qualification or specialized knowledge experience required	Nature of Duties
1	Counselor (DCPU) (Rs.14,000/-)	01	Below 35 years	❖ Post graduate /Graduates preferably Sociology/ Psychology (Child Psychology) Social Work or Rural Development with computer skills is a must.	❖ At least 2-3 years of working experience related to providing counseling services to children in conflict with law and children in need of care and protection as well as their parents and families. ❖ Experience on the Child Care/Protection/Rehabilitation/ understanding on child rights.
2	Social Worker (Male) (DCPU) (Rs.14,000/-)	01	Below 35 years	❖ Graduate in Social Work/ Sociology/ Psychology from recognized university, desirable PG degree in Social Work/ Sociology/ Psychology. ❖ 2-3 years of working experience in the relevant field child care/protection/rehabilitation/understanding on child rights and child welfare. ❖ Computer Skills. ❖ Fluency in English, Hindi & Gujarati.	❖ To coordinate field level activities in their respective cluster of sub-divisions as assigned by the DCPO. ❖ To guide the outreach workers for carrying out the field level interventions. ❖ Shall also assist the SJPU (Special Juvenile Police Unit) in discharging their duties as and when required.
3	Social Worker (Female) (DCPU) (Rs.14,000/-)	01	Below 35 years	❖ Graduate in Social Work/ Sociology/ Psychology from recognized university, desirable PG degree in Social Work/ Sociology/ Psychology. ❖ 2-3 years of working experience in the relevant field child care/protection/rehabilitation/understanding on child rights and child welfare. ❖ Computer Skills. ❖ Fluency in English, Hindi & Gujarati.	❖ To coordinate field level activities in their respective cluster of sub-divisions as assigned by the DCPO. ❖ To guide the outreach workers for carrying out the field level interventions. ❖ Shall also assist the SJPU (Special Juvenile Police Unit) in discharging their duties as and when required.
4	Data Analyst(DCPU) (Rs.14,000/-)	01	Below 30 years	<b>Essential</b> A Graduate in Statistics / Mathematics/ Pure Sciences/ Sociology * Good Knowledge in MS Excel. <b>Desirable</b> 2 year experience in recording and maintenance of data.  ❖ Diploma/Degree in Computers & excellent writing skills. ❖ Typing speed of a 30 words in a minute in English. ❖ Knowledge of Hindi & English and Gujarati. ❖ 2-year experience in any Govt./Non govt. organization as Data analyst.	❖ Work related to data analysis, compilation & presentation.

# 2 #

Eligible and desirous candidates may apply along with self-attested copies of certificates to “The Deputy Secretary, Social Welfare Department, Block 4, PWD Office campus, Silvassa-396230 (UT of Dadra & Nagar Haveli)” within fifteen days of publication of this advertisement.

Skill Test for Data Analyst (DCPU) will be taken separately.

Note:

1. Candidates holding Domicile Certificate of DNH will be given preference.
2. Only those candidates who are eligible will be contacted for interview.
3. No TA/DA will be paid to the candidates for attending the interview.
4. Applications will be summarily rejected if found deviant from prescribed format and required criteria without assigning any reason.
5. Department reserves the right to terminate the selection process without assigning a reason.

Sd/-

(Padmakar Ram Tripathi)  
Deputy Secretary (Social Welfare)  
Dadra & Nagar Haveli  
Silvassa.  
Phone No. (0260) 2632027

**UT Administration of Dadra & Nagar Haveli**  
**Social Welfare Department**  
**Integrated Child Protection Scheme (ICPS)**  
**Silvassa.**

**APPLICATION FOR THE RECRUITMENT TO THE POST OF UNDER**  
**INTEGRATED CHILD PROTECTION SCHEME (ICPS)**

1. Post applied for :
2. Name in Full (in Block Letter) :
3. Father's/Husband's name :
4. Date of birth (As per School Leaving Certificate, please attach proof) :
5. Sex :
6. Nationality :
7. Whether belongs to SC/ST/OBC/Gen. (Please attach Certificate issued by the Mamlatdar, D& NH, Silvassa) :
8. Employment Registration No(If any) :
9. Domicile Certificate issued by the Mamlatdar, D& NH, Silvassa. :
10. Present address for correspondence: (in block letter with pin code. Tel. No /Mobile No./Fax No) :
11. Permanent Address (Full address ) :

12. Education Qualification (please attached certificate):

Qualification	Year Of Passing	Board/University Institution	% of Marks	Class /Division	Main Subject Subsidiary Subject offered

13. Professional Qualification :
14. Particulars of Experience :
15. Any other information you may like to add :

**DECLARATION**

I hereby declare that the above information is true and correct to best of my knowledge and belief and nothing has been concealed/distorted any material my appointment shall be liable to be summarily terminated without any notice/compensation.

Place :

Date :

Signature of Candidate