



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER ::: DIBRUGARH
DISTRICT DIBRUGARH

No. DDO.-31/2019/ 1833.

Dated Dibrugarh the 1st July, 2019.

ADVERTISEMENT

Applications are invited from the eligible candidates who are citizen of India as defined under Article 5 to 9 of the Constitution of India and fulfil the eligibility norms of educational qualification, age etc. as mentioned below against each category of purely temporary contractual posts. The posts have been created under “**District Level Centre for Women (DLCW)**” for the District of Dibrugarh under “National Mission for Empowerment of Women (NMEW)” to support all the Women Welfare scheme including “Mahila Shakti Kendra” (MSK)

Remuneration :

1. Women Welfare Officer: Rs. 35,000/-(fixed)
2. District Coordinator: Rs. 20,000/-(fixed)

How to Apply:

Candidates shall be required to download the prescribed application form from the website dibrugarh.gov.in w.e.f. 02/07/2019 and send duly filled in application with the requisite documents indicated below.

- A. One copy of the recent passport size photograph (size of 3.5 X 4.5) to be properly pasted on the space provided in the application form. Do not staple the photograph.
- B. Age –proof certificate (Admit/Certificate of HSLC or equivalent examination).
- C. Particulars of all examination passed commencing with Matriculation or equivalent Examination. A candidates could apply only for one post. The envelope sending the application should be superscripted “Application for Women Welfare Officer or District Coordinator in the District Level Centre for women (DLCW)” on the top of the envelope and it should be addressed to the Deputy Commissioner, Dibrugarh, Assam, PIN-786003.

The applicant shall furnish self- attested photocopies of the above mentioned documents with declaration as ‘Certified to be true copy of the original’ along with the application.

Sl. No.	Name of the Post	No. of Post
1.	Women Welfare Officer	1 (One)
2.	District Coordinator	2 (Two)

However, in case of detection of any false declaration made by the candidate/applicant, he/she will be penalized as per rules/law.

Applications not signed by the candidates will be summarily rejected.

Duly filled Application Forms will be received till 5 PM of 11/07/ 2019 only.

Applications (including through post)received after the last date shall not be entertained.

Eligibility:

- a) Nationality: The candidate must be an Indian citizen.
- b) Age: The candidates should not be more than 35 years of age as on 31.01.2019.
- c) Candidates must possess the prescribed qualification on the date of submission of their applications.
- d) Required qualification/skills for **Women Welfare Officer**.
 - Masters in Social Work (from a recognized university) with understanding of schemes/programmes implemented with focus on women.
 - Capable of communicating in the local language/dialect and effectively liaison with district officials.
 - Proficiency with computers for report writing & MIS.
 - Preference will be give to candidates who have experience of working with civil society organization; Women and resident of same district.

e) Required qualification/skill for **District Coordinator**.

- Graduate in Social Work (from recognized university)
 - Preference will be given to candidates who are well versed with issues related to women in the District; Able to work with computers such as Word, Excel & Power Point ; Women & resident of same district.
- f) Candidates awaiting results of the qualifying examination for eligibility on the closing date of submission of application need not apply.

Only short listed candidates will be called for interview for which no TA/DA, will be paid. List of shortlisted candidates will be published in the website dibrugarh.gov.in on 19/07/2019. The date of the interview will be notified in the website dibrugarh.gov.in subsequently, therefore, the candidates are advised to visit the website regularly.

No separate call letters will be sent for attending the interview.

The candidates have to bring their original documents at the time of the interview.

The undersigned reserve the right to re-schedule/Cancel the interview as well as to reject any or all applications without assigning any reasons thereof.

Canvassing directly of indirectly shall disqualify a candidate.

Pallab Gogoi
2.7.19.

Deputy Commissioner
Dibrugarh