

ADVERTISEMENT FOR PURELY TEMPORARY AND CONTRACTUAL ENGAGEMENT UNDER THE NITI AYOG, UDALGURI, ASSAM

The District Social Welfare Officer, Udalguri under the Niti Ayog, Udalguri, Assam invites applications from eligible candidates who are citizens of India as defined under Articles 5 to 9 of the constitution of India and fulfill the eligibility norms of educational qualification, age, etc. as mentioned below against each category of purely temporary contractual posts. The duration of the post will be 8 months only.

The shortlisted candidates will be called for Walk-in-interview through their respective Email IDs only. No separate call letters will be issued to concerned candidates. The schedule of Walk-in-Interview will be published on the District Social Welfare Office and District Commissioner Office, Udalguri. The undersigned reserves the right to take decisions regarding the process of interview to be taken in due course of time. **Application must reach the office concerned as mentioned below against each category on or before 07.10.2023 during office hours. No applications will be accepted which are received after 07.10.2023.** The authority will not be responsible for non-receipt/late receipt of any application form due to postal delay or any other delay as well as lost or damage of applications. The candidate must be a minimum of 21 years and a maximum of 38 years of age as on 01.09.2023 with a relaxation of 5 years in the upper age limit for candidates under SC, ST (P) and ST (H).

- ✓ Interested candidates may apply as per the prescribed Application Format (Annexure-1) along with self-attested copies of testimonials relating to educational qualification, experience, etc. Candidates will have to produce the original certificates as and when required.
- ✓ Applications submitted, other than in the prescribed application format (Annexure), will not be considered and shall be summarily rejected.
- ✓ The application should be submitted in a sealed envelope clearly mentioning the post applied for at the top and addressed to concern District Social Welfare officer office.
- ✓ As a proof of residence, the applicant will have to submit photocopy of any one document, namely, Voter ID/PRC/Driving License/Aadhar Card/Resident certificate from the concerned Circle Officer.
- ✓ Application reach to the concerned offices as mentioned below against each category will accepted others will be rejected automatically.

Documents to be produced at interview-

1. Last Educational Qualification. 2. Admit Card of last education Qualification.
3. Age-proof certificate. 4. Voter ID Card. 5. Work Experience.
6. Computer certificate minimum 1 year. 7. Caste Certificate.

Name of the Position	Nos. of vacancies	Eligibility Criteria	Fixed Remuneration (Rs)	Place for submission form
Project Manager	1 Nos.	Educational Qualification : Post Graduate/Graduate preferably in Social Work/ Life Sciences/ Nutrition/ Medicine /Health Management/ Rural Management. Experience: > At least 3 years of experience working with Government-Non- Government organizations in related domains. > Good oral and written communication skills in local language and fair skills in English. > Computer literacy must. > Mandatorily local candidates should be engaged	Rs. 35,000/- per month	Office of the district Social Welfare Officer concerned
Assistant Project Manager	1 Nos.	Educational Qualification : Post Graduate/Graduate preferably in Social Work/ Life Sciences, Nutrition/ Medicine /Health Management Rural Management. Experience: > At least 2 years of experience working with Government/Non- Government organizations in related domains. > Good oral and written communication skills in local language and fair skills in English. > Computer literacy must. > Mandatorily local candidates should be engaged	Rs. 25,000/- per month	
Field Supervisor	1 Nos.	Educational Qualification : Graduation with working knowledge in computers/ IT etc. with a minimum of 1 year experience in data management, process documentation, and web-based reporting formats, at the state or district level with government or Non Governmental/ IT-based organizations. Good oral and written communication skills in local language.	Rs. 20,000/- per month	Udalguri

Points to note:

- ✓ For any updates, the candidates are advised to visit District Social Welfare Officer, Udalguri regularly.
- ✓ The DLSC reserves the right of rejecting any or all the applications without assigning any reasons thereof. Decision of the DLSC will be final and binding in this regards.
- ✓ Degrees as referred above are those which have been awarded by a recognized University / Institution.
- ✓ Incomplete application shall not be entertained and shall be rejected and only shortlisted candidates will be called for interview.
- ✓ Candidates willing to apply for more than one post shall have to submit separate application for each post.
- ✓ No TA/DA will be admissible for appearing in the Interview.

Sd/- District Social Welfare Officer