

Form of Notification of Vacancy

Applications are invited from eligible General and OBC candidates Domicile of Andaman & Nicobar Islands possessing the requisite qualification and experience etc for filling up of vacancy of Group 'C' Non-Ministerial post under the establishment of Directorate of Social Welfare, A & N Administration indicated as under:

1	Nature of vacancy	
	a. Name of Post	Mukhya Sevika (Supervisor) for Females Only
	b. Classification	General Central Services Group 'C' Non-Gazetted, Non-Ministerial
	c. Description of duties	To supervise, guide, train and help the Anganwadi workers in their respective areas to implement ICDS programmes/ Social Welfare programmes.
	d. Educational & other Qualifications required for Direct Recruitment	A female graduate preferably in Home Science, Child Development or Nutrition with normal age limit. The candidates should have acquired the prescribed educational qualification as on last date of submitting the applications.
	e. Educational qualification for department candidates	Anganwadi Worker/Bal Sevika who is presently working in the Department of Social Welfare under ICDS Project in A & N Islands, should have completed either 11 months Bal Sevika Training with 8 years work experience as Anganwadi Worker or Bal Sevika or both or 10 years work experience as Anganwadi Worker.
	f. Age Limit	Not exceeding 38 years (Relaxable for Government Servants upto 5 years in accordance with the instruction or orders issued by the Central Govt.) The upper age limit is also Relaxable to the eligible Balsevika and Anganwadi Workers to the extent of the period served as Balsevika and or Anganwadi Workers, subject to a maximum of 15 years and upto the age of 45 years in terms of GOT, Ministry of Human Resources Development, No. 12-16/89-CD-1 dated 29.05.1989. NOTE : The crucial date for determining the age limit shall be the closing date for Receipt of Names from Employment Exchange/closing date of the receipt of Applications.
2	No. of vacancies	10 (Ten) General - 07, OBC - 03, Out of 07 (six) General Category of posts, 01 (one) post is reserved for Physically Handicapped (Orthopedically) and 01 (one) for Anganwadi Worker. Out of 03 (three) OBC post, 01 (one) post reserved for Aganwadi Worker and 02 (two) for direct candidate.
	a. Regular	10 (Ten)
	b. Temporary	Nil
3	Scale of Pay (Pay Band & Grade Pay) PB-I	Rs. 5200-20200+ Grade Pay ` .2800
4	Place of work (name of Town/Village and district in which it is situated)	Throughout Andaman & Nicobar Islands.
5	Probable date by which the vacancy will be filled	Within 06 months
6	Mode of Selection	Competitive written examination.
	a. Written test	Objective type questions for written examination for 100 marks for a duration of 2 hours, would comprise of the following: a) Test of reasoning b) General awareness c) Quantitative aptitude d) General English
	b. Designation and address of the person to whom application should be	Director (Social Welfare) Directorate of Social Welfare A & N Administration, Port Blair.

	submitted	
7	Whether there is any obligation or arrangement for giving preference to any category of persons of filling up the vacancies	No
8	General Instructions	<p>1. The last date for receipt of application in the Directorate of Social Welfare, Goalghar, Port Blair either through post or in person is 09/06/2014. Any postal delay will not be entertained. Any application received in the Directorate of Social Welfare, Goalghar, Port Blair after expiry of stipulated period will be summarily rejected.</p> <p>2. The candidates are advised to apply in the prescribed Performa (Annexure-I) in complete shape supported by attested copies of the certificates/testimonials in respect of educational qualifications proof of age, local certificates/ST/OBC, employment card, experience etc. and submit it to the Directorate of Social Welfare, Goalghar, Port Blair. The departmental candidates including Bal Sevika and Anganwadi Worker should apply through the Child Development Project Officer of the concerned projects of through their controlling officer. The application received from ICDS/departmental candidates without being forwarded through the controlling officer/CDPO as the case may be, will summarily be rejected.</p> <p>3. Important Note: The candidates are advised not to enclose original certificates along with the application. The original certificates and other testimonials will be verified at the time of interview only.</p> <p>4. If anybody found to have given false information for appearing in the written test or interview at later stage, their candidature/ appointment will be cancelled immediately without any notice to the person concerned.</p> <p>5. After scrutiny of their applications, a list of eligible and in-eligible candidates will be displayed in the notice board of this Directorate for information of the candidates.</p>

(Admn)
Assistant Director
Directorate of Social Welfare
A & N Administration
Port Blair

**ANDAMAN & NICOBAR ADMINISTRATION
DIRECTORATE OF SOCIAL WELFARE
GOALGHAR, PORT BLAIR**



VACANCY NOTICE

The Directorate of Social Welfare had notified vacancies of 08 (eight) posts of Mukhya Sevikas (Supervisor) (General- 5 posts out of which General-4, Aganwadi Worker -1) OBC-1 and ST-2 (two) for filling up by Direct Recruitment vide vacancy notification published in the Daily Telegrams on 7th April, 2011 and applications were invited.

Due to increase of vacancies and Administrative reasons the recruitment process could not be conducted. Now, therefore, in partial modification of this Directorate's above vacancy notice dated 07/04/2011, the increased vacancies including the earlier advertised (eight) vacancies are put together now and applications in the prescribed format are invited from eligible candidates who possess the requisite qualification for filling up the regular 10 (Ten) vacancies of Mukhya Sevika's (Supervisor) in the Directorate of Social Welfare, A & N Administration, Port Blair. However the eligible candidates who had already applied earlier for the post against this Directorate's vacancy notification published in Daily Telegram on. 07/04/2011 need not apply again as their applications will be considered if they are fulfilling the eligibility for appearing in exam and as mentioned in the vacancy notice publish on 07/04/2011.

Accordingly modified details of vacancies and qualifications are as under:-

1	Nature of vacancy	
	a. Name of Post	Mukhya Sevika (Supervisor) for Females Only
	b. Classification	General Central Services Group 'C' Non-Gazetted, Non-Ministerial
	c. Description of duties	To supervise, guide, train and help the Anganwadi workers in their respective areas to implement ICDS programmes/ Social Welfare programmes.
	d. Educational & other Qualifications required for Direct Recruitment	A female graduate preferably in Home Science, Child Development or Nutrition with normal age limit. The candidates should have acquired the prescribed educational qualification as on last date of submitting the applications.
	e. Educational qualification for department candidates	Anganwadi Worker/Bal Sevika who is presently working in the Department of Social Welfare under ICDS Project in A & N Islands, should have completed either 11 months Bal Sevika Training with 8 years work experience as Anganwadi Worker or Bal Sevika or both or 10 years work experience as Anganwadi Worker.
	f. Age Limit	Not exceeding 38 years (Relaxable for Government Servants upto 5 years in accordance with the instruction or orders issued by the Central Govt.) The upper age limit is also Relaxable to the eligible Balsevika and Anganwadi Workers to the extent of the period served as Balsevika and or Anganwadi Workers, subject to a maximum of 15 years and upto the age of 45 years in terms of GOT, Ministry of Human Resources Development, No. 12-16/89-CD-1 dated 29.05.1989. NOTE : The crucial date for determining the age limit shall be the closing date for Receipt of Names from Employment Exchange/closing date of the receipt of Applications.
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4	Place of work (name of Town/Village and district in which it is situated	Throughout Andaman & Nicobar Islands.

5	Probable date by which the vacancy will be filled	Within 06 months
6	Mode of Selection	Competitive written examination.
	a. Written test	Objective type questions for written examination for 100 marks for a duration of 2 hours, would comprise of the following: a) Test of reasoning b) General awareness c) Quantitative aptitude d) General English
	b. Designation and address of the person to whom application should be submitted	Director (Social Welfare) Directorate of Social Welfare A & N Administration, Port Blair.
7	Whether there is any obligation or arrangement for giving preference to any category of persons of filling up the vacancies	No
8	General Instructions	<p>1. The last date for receipt of application in the Directorate of Social Welfare, Goalghar, Port Blair either through post or in person is 09/06/2014. Any postal delay will not be entertained. Any application received in the Directorate of Social Welfare, Goalghar, Port Blair after expiry of stipulated period will be summarily rejected.</p> <p>2. The candidates are advised to apply in the prescribed Performa (Annexure-I) in complete shape supported by attested copies of the certificates/testimonials in respect of educational qualifications proof of age, local certificates/ST/OBC, employment card, experience etc. and submit it to the Directorate of Social Welfare, Goalghar, Port Blair. The departmental candidates including Bal Sevika and Anganwadi Worker should apply through the Child Development Project Officer of the concerned projects of through their controlling officer. The application received from ICDS/departmental candidates without being forwarded through the controlling officer/CDPO as the case may be, will summarily be rejected.</p> <p>3. Important Note: The candidates are advised not to enclose original certificates along with the application. The original certificates and other testimonials will be verified at the time of interview only.</p> <p>4. If anybody found to have given false information for appearing in the written test or interview at later stage, their candidature/ appointment will be cancelled immediately without any notice to the person concerned.</p> <p>5. After scrutiny of their applications, a list of eligible and in-eligible candidates will be displayed in the notice board of this Directorate for information of the candidates.</p>

Assistant Director
(Admn)
Directorate of Social Welfare
A & N Administration
Port Blair

Application's in the prescribed format given below.

FORMAT OF APPLICATION Application for the post of Supervisor (Mukhya Sevika) Female		Affix recent Photograph duly Attested by a Gazetted Officer		
1	Name of the candidates (IN BLOCK LETTERS)			
2	Name of Father's/Husband's			
3	Marital status	Married		Unmarried
4	a) Date of birth (Proof to be enclosed)	Date	Month	Year
	b) Age as on the last date of the application (i.e. on 09/06/2014)			
5	Nationality			
6	Permanent address with Phone no, if any			
7	Address for communication with Phone No., if any			
8	Educational Qualifications (Proof to be enclosed)			
9	Do you possess minimum educational qualifications	<input type="checkbox"/>	<input type="checkbox"/>	
		Yes	No	
10	General/OBC/ST (Proof to be attached)			
11	Employment Exchange Registration No.			
12	Experience as Anganwadi workers/Balsevika			

DECLARATION

I do hereby declare that the information given is true, complete and correct to the best of my knowledge and belief. I understand that in the event if any information stated being false or incorrect or in eligibility being detected or after the test/interview/ appointment, my candidature/appointment is liable to be cancelled/ terminated.

Place:

Date

Signature of Applicant