



**SOCIAL JUSTICE EMPOWERMENT AND WELFARE DEPARTMENT
GOVERNMENT OF SIKKIM
GANGTOK**

NO. 15 /WCDD/17-18

Dated:25.04.2017

EMPLOYMENT NOTICE

Applications from local eligible candidates are invited for appointment to the various posts detailed below under One Stop Centre Scheme and Women Helpline Scheme, Social Justice Empowerment and Welfare Department, Government of Sikkim.

How to apply – Candidates having Sikkim Subject Certificate or Certificate of Identification as the case may be will be given preference. Eligible candidates may submit their application along with all relevant documents and contact number to the office of the undersigned on or before 20.05.2017. Candidates who wish to apply for more than one post should apply separately with all relevant documents.

Age Limit – Candidates age limit should be between 18- 30 years as on 30.03.2017. Age relaxation is applicable as per norms.

Selection process- Candidates will be selected on the basis of interview by a panel of subject experts.

Last date for receipt of application - 15:00 hrs on 20.05.2017

The candidates shortlisted for the interview along with the date of interview and venue will be displayed in the Notice Board of Social Justice Empowerment and Welfare Department, Lumsey, 5th Mile, Tadong, East Sikkim. No separate interview letter will be sent.

Note : There will be no fixed duty periods as the Centre will remain open 24x7 and the staff running the Centre are expected to work on shifts. Moreover the posts are temporary in nature and on purely contract basis for two years period or till the Project period, whichever is earlier. Extension of service will be considered subject to performance of the candidates and continuation of Project.

Sl. No.	Name of Post	No. Of Post	Qualification/ Eligibility Criteria	Salary per month Rs.
01.	Centre Administrator (Residential)	01	Female candidates having Law Degree/ Masters in Social Work with at least 5 years experience of working on violence against women issues. OR A Female graduate Candidate who has worked in the field of Women related issues in an administrative set up with Government or a Non Government Organization. She should be a resident of the local community so that local human resource and expertise is utilised for effective functioning of the centre.	20,000/-

02.	Para Legal Worker	02	Law Graduate. Persons with prior experience of working in the field of violence against women, legal counselling will be given preference.	15,000/-
03.	Counsellor	01	Female candidates having a degree on social work/ clinical psychology. Persons with experience of working in the field of violence against women and providing psycho social counselling will be given preference.	15,000/-
04.	Case Worker	03	Female candidates having Law Degree/ Masters in Social Work with at least 3years experience of working on violence against women issues.	12,000/-
05.	IT Staff	01	Graduate with a diploma in computers/ IT etc with a minimum of 3 years experience in data management, process documentation and web based reporting formats, video conferencing in either at the level of state/district/ Non- Governmental/ IT based organization	12,000/-
06.	Office Helper	02	Any Class VIII pass female candidate.	10,000/-
07.	Multi Purpose Worker	01	Any class X pass candidate with a valid driving license.	8,000

Prashant
25/9/17

Deputy Secretary to the Government of Sikkim
Women and Child Development Division