

F.No. 2-8 /OSC (N&MA)/Recrt./2019
सखी वन स्टॉप सेंटर/ 'SAKHI' ONE STOP CENTRE
उपायुक्त का कार्यालय/ OFFICE OF THE DEPUTY COMMISSIONER
उत्तरी तथा मध्य अंडमान जिला/ NORTH & MIDDLE ANDAMAN DISTRICT
मायाबन्दर/ MAYABUNDER

Mayabunder, dated the 13th August, 2021

VACANCY NOTICE

Applications are invited from eligible local candidates for the following posts (Purely on Contract basis) for One Stop Centre, North & Middle Andaman District, Mayabunder.

Sl. No.	Name of the Post	No. of Post	Remuneration (consolidated)	Age	Education Qualification and other criteria
1.	Centre Administrator	01	Rs. 40,000/- per month	Not above 40 years	Essential: <ul style="list-style-type: none"> Any woman having a Law degree (or) Master in Social Work. (MSW) Minimum 5 years' experience of working on violence against women issues in a government or non-Government project/Programme. Diploma in Computer Applications. Desirable: <ul style="list-style-type: none"> 1-2 years' work experience in counseling. Capable of Communicating in Local Language.
2.	Legal Counselor	01	Rs. 35,000/- Per month	Not above 40 years	Essential: <ul style="list-style-type: none"> Graduate in Law (or) Graduate in Social Sciences with para legal training or knowledge of Laws Minimum 3 years' experience of working within a Government project/ programme on VA at the District. Diploma in Computer Application. Desirable: <ul style="list-style-type: none"> Capable of Communicating in Local Language.
3.	Psycho-Social Counselor	01	Rs. 20,000/- Per month	Not above 40 years	Essential: <ul style="list-style-type: none"> Any Woman having a Post Graduate Degree in Social Work/ Clinical Psychology. Minimum 3 years of experience of working as Counselor/ Psychotherapist in a reputed Mental Health Institute/ Client at the District/ State level. Diploma in Computer. Desirable: <ul style="list-style-type: none"> Capable of Communicating in Local Language.

Last date of receipt of application

10th September, 2021 by 05.00 pm (application received beyond the date & time shall not be accepted)

(All the applicants are advised to submit their application form in separate for each post)


Documents to be enclosed with the application:

Self-attested photocopies of Marks Sheets, Certificates in support of Education Qualification & other certificates, e.g. Degree, Post-Graduation, Diploma, Professional Qualification etc. (as the case may be), Birth Certificate, Local Certificate & Employment Registration Card, Experience Certificate(s), specifying NATURE & PERIOD of experience should be enclosed.

Application should be sent in a cover superscripted "APPLICATION FOR THE POST OF " and should be addressed to **The Centre Administrator, One Stop Centre, O/o the Deputy Commissioner, Near Old Zonal Library, North & Middle Andaman District, Mayabunder-744204 Telephone No. 03192-273009** directly or through post or to the official Email ID of One Stop Centre, North & Middle Andaman at **oscnma2019@gmail**.

GENERAL INFORMATION:

1. Preferably resident of the same district.
2. While applying, the applicant should ensure that he /she fulfills all the eligibility criteria and other norms and that the particulars furnished by him/her are correct in all respects.
3. The appointment will be purely on contractual basis which is likely to be extended on mutual consent and this does not confer any right/ privilege for regular appointment or continuity of service.
4. The unsigned/incomplete application and application without photograph of the candidates shall summarily be rejected. Application received after the last date shall not be entertained even if received by post.
5. Selected candidates shall be liable to serve anywhere in North & Middle Andaman District. The Candidates shall be ready to work in remote/hard area as and when directed.
6. No accommodation facility will be provided for Candidates who are appearing for Interview.
7. No TA/DA will be paid for attending the interview.
8. Interested candidates are requested to contact **Centre Administrator, One Stop Centre, Near Old Zonal Library, North & Middle Andaman District, Mayabunder Contact No. 03192-273009** in case of any queries during the office hours. **(09.00 AM To 05.00 PM)**
9. No individual call letter will be issued for appearing in the interview. However, after verification of the applications, a list of eligible candidates will be displayed in the notice board of Deputy Commissioner's Office & One Stop Centre, North & Middle Andaman and also in the website of A&N Administration i.e. www.andaman.nic.in & District Administration i.e. <http://northmiddle.andaman.nic.in>
10. **IN CASE IF IT IS DETECTED AT ANY STAGE OF SELECTION THAT A CANDIDATE DOES NOT FULFILL THE ELIGIBILITY NORMS AND/OR THAT HE/SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ARE DETECTED EVEN AFTER SELECTION, HIS/HER SERVICES ARE LIABLE TO BE TERMINATED WITHOUT ANY NOTICE.**


Chairperson/Deputy Commissioner,
One Stop Centre
Near Old Zonal Library, North & Middle Andaman
Mayabunder

APPLICATION FORM					Self- attested photograph
Post Applied for:					
Name of the Applicant					
Father Name					
Date of Birth (as recorded in education Certificate)		Date/ month/ Year <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>			
Age as on 31.08.2021 (Complete year and months)		Month/Year <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>			
Sex					
Present Contact Address with Telephone No.					
Nationality					
Permanent Address with Telephone No.					
Language spoken/written					
Employment Reg. No.					
Education: High School onward, Please list your qualification					
Education & Professional Qualification	Board/Univer sity	Marks obtained board/unive rsity	Max. Marks	Max. Marks Criteria	Self- Marking as per criteria
1	2	3	4	5	6
FOR CENTRE ADMINISTRATOR					
Law Degree /Master in Social Work. (MSW)				40	
Experience				40	
Personal Interview				20	
Total				100	
FOR LEGAL COUNSELOR					
Graduate in Law (or)Graduate in Social Sciences with Para legal training or knowledge of Laws				40	
Experience				40	
Personal Interview				20	
Total				100	

FOR PSYCHO-SOCIAL COUNSELOR

Any Woman having a Post Graduate Degree in Social Work/ Clinical Psychology.				40	
Experience				40	
Personal Interview				20	
Total				100	

To make the whole process thoroughly transparent, the candidate shall himself/herself do the self-marking in column 6 or education qualification of the application form as per the marking method given below:

Method of marking for Academic & Professional qualification

$$\left\{ \frac{\text{Column No. 03 X Column No. 05}}{\text{Column No. 04}} \right\}$$

Method of Marking for Experience (more than 60 months experience restricted for full marks)

$$\left\{ \frac{\text{No. of months X Column No. 05}}{60} \right\}$$

I AM WILLING TO ANY MY HEALTH AND FAMILY CIRCUMSTANCES PERMIT ME TO SERVE AT ANY PLACES IN THE NORTH & MIDDLE ANDAMAN DISTRICT. THE INFORMATION GIVEN BY ME IS TRUE AND I AM SOLELY RESPONSIBLE FOR ITS ACCURACY. I AM AWARE THAT IT IS AN OFFENCE TO FURNISH ANY FALSE INFORMATION OR TO SUPPRESS ANY MATERIAL INFORMATION HEREIN FOR WHICH CRIMINAL PROCEEDINGS MAY BE LUNCHED AGAINST ME, IF NECESSARY, BESIDES CANCELLATION OF MY CANDIDATURE/APPOINTMENT.

DATE: PLACE:

FULL SIGNATURE OF THE APPLICANT