

ANNEXURE - A

**GOVERNMENT OF ANDHRA PRADESH,
WOMEN DEVELOPMENT AND CHILD WELFARE DEPARTMENT
OFFICE OF THE DISTRICT WOMEN AND CHILD WELFARE &
EMPOWERMENT OFFICER, WD&CW DEPARTMENT, EAST GODAVARI
DISTRICT RAJAMAHENDRAVARAM.**

**Notification for Recruitment of following posts in CHILDREN HOMES
(Rajamahendravaram E.G, District Rajamahendravaram)**

File. No.226/A/1/2024, Dt: .10.2024

The District Women & Child Welfare and Empowerment Officer, East Godavari District invites applications from the eligible candidates for the following posts in the Children Homes working under the administrative control of O/o. District Women & Child Welfare and Empowerment Officer at East Godavari District.

Age limit for all posts 25 – 42 years as on 01-07-2024. (Age relaxation is provided as per Government rules in force)

1.Children Home, Rajamahendravaram (Applicable for Women candidates only).					
Sl. No	Name of the Post	Eligibility Criteria	Nature of Appointment	No. Posts/ Roster point	Monthly Eligible Remuneration (PM)
1	Store Keeper cum Accountant Age 30 to 45	a) Should have a Bachelor's Degree in Commerce /Finance (B. Com) form recognized University. b) Ability to work on a computer and capable of using MS-Office package (MS Word and Excel) internet independently	Contract Basis	1 General (women)	18536/-
2	Cook Age 25-42 Years (as on 01.07.2024)	a). Should have 3 years' Experience in cooking in institutions and capable to cook for 50 inmates (children), b).10 th class pass/fail, Physical fitness certificate required as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015)	Out Sourcing Basis	1 General (women)	9,930/-
3	Helper cum Night Watchman Age 25-42 Years (as on 01.07.2024)	7 th class pass/fail, should have 3 years' experience in cooking and house hold duties, especially work in institutions. (Physical fitness certificate required). as per ICPS guidelines (G.O.RT.No.114, dt.28.05.2015)	Out Sourcing Basis	1 General (women)	7,944/-

Educators	a).B.Sc, B.Ed in Mathematics and Science, should have 3 years' experience OR b).B.A Degree with .B.Ed., should have 3 years' experience in English, Social and other subjects as per ICPS guidelines (G.O.RT.No.114,	Part time	1 General (women)	10000/-
Age 25-42 Years (as on 01.07.2024)				

The candidates (**FEMALE Candidates Only**) who desires to apply can download the application from above website **eastgodavari.ap.gov.in** and send/submit the filled application form along with attested Xerox copies of education qualifications, marks lists, experience certificate etc., to the District Women & Child Welfare & Empowerment Officer, Near Bommuru Rajamahendravaram, from **15.10.2024** to **24-10-2024** on or before 5.00 PM (In working days) directly or by Registered post. Applications arriving late will not be accepted. Only qualified short list candidates will be called for interview.

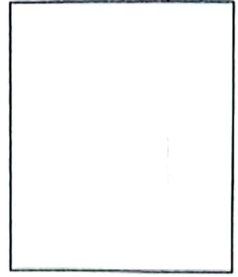
The Collector & District Magistrate / Chairman. East Godavari District reserves the right to cancel the notification at any time without assigning any reasons.

J. M. Jayal
 District Women & Child Welfare,
 And Empowerment officer,
 E.G.Dt Rajamahendravaram
14/10/24
14/10/24

ANNEXURE - C

CURRICULUM VITAE(CV)

Attested Photo



- 1 Proposed Position : _____
 Adhar No. : _____
- 2 Name of the Applicant : _____
- 3 Father's Name : _____
- 4 Husband's Name : _____
- 5 Gender : _____
- 6 Permanent Address : _____
 : _____
- 7 Present Address : _____
 : _____
 : _____
- 8 Native Mandal : _____
- 9 Native District : _____
- 10 Telephone/Mobile/Email : _____
- 11 Date of Birth : _____
- 12 Nationality : _____ Religion _____ Caste: _____
- 13 Education qualification (Graduation to Professional Qualification)

Sl.No.	Level Exam	Board/Institution	Year of passing	% Marks obtained	Remarks
1					
2					
2					
4					
5					
6					

14 Membership of professional association (if any): _____

15 Other Training (Indicate significant training since degrees under 5-Education were obtained):

16 Work experience/Employment Record (starting with present position list in reverse order every employment held since graduation, giving for each employment

dates of employment, names of employing organization, Positions held)

(see format here below)

From (Year): _____ to (Year): _____

Employer: _____

Position held: _____

Responsibility handled: _____

17 Languages (for each language Indicate proficiency: good, fair, or poor in speaking, reading and Writing)

18 Work undertaken that Best illustrates Capability to Handle the Tasks Assigned (Among the assignments in which the incumbent has been involved, indicate the following Information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position)

Name of assignment of Project: _____

Year: _____

Location: _____

Client: _____

Main Project features: _____

Positions held: _____

Activities performed: _____

19 Certification

I, the under signed, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

(Signature)