

GOVT. OF ASSAM
DIRECTORATE OF WOMEN & CHILD DEVELOPMENT, ASSAM
UZANBAZAR, GUWAHATI-1

No.DWCD(G)45/2023/51

Dated Guwahati, the 5th December, 2023

ADVERTISEMENT

Online applications are invited from intending eligible candidates who are citizens of India as defined in Articles 5 to 8 of the constitutions of India and ordinarily resident of Assam for filling up of the vacancies as indicated below under the Directorate of Women & Child Development, Assam, Uzanbazar, Guwahati-1 in the following scale of Pay plus other allowances under Rules :

1. Instructor, Computer :-1

The post will be filled up against existing vacancy at VTRC Beltola.

Educational Qualification:-HSSLC passed

Essential Qualification:-Diploma in computer application for one year course.

Reservation: UR-1

Remuneration: Pay band 2, Rs.14, 000-60,500/-, Grade Pay of Rs. 7400/-p.m

2. Skilled Helper , Cutting & Tailoring :- No of vacant post:-1

The post will be filled up against existing vacancy at VTRC Beltola.

Educational Qualification:-HSLC passed

Essential Qualification:-Diploma in cutting & Tailoring from recognised Institution.

Reservation: UR-1,

Remuneration: Pay band 2, Rs.14, 000-60,500/-, Grade Pay of Rs. 5200/-p.m

3. Instructor , Music(Vocal):-1

The post will be filled up against existing vacancy at State Bal Bhawan , Guwahati

Educational Qualification: - HSSLC passed

Essential Qualification: Visharad (Vocal) Course from recognised institution is must for the post

Reservation: UR—1

Remuneration: Pay band 2, Rs.14, 000-60,500/-, Grade Pay of Rs. 7400/-p.m

Age:

- The candidate should not be less than 18 years and more than 40 years of age as on 01.01.2023
- The upper age limit is relaxable by 5(five) years for ST/SC candidates and is relaxable by 3(three) years for OBC/MOBC candidates.
- The upper age limit for persons with disabilities is relaxable by 10(ten) years (irrespective of caste)
- The upper age limit for ex-serviceman is relaxable by 2 years.
- The age limit of the candidates will be calculated on the basis of Birth Certificate/HSLC/AHM Admit Card/ Certificate issued by a recognized Board/Council. No other document shall be accepted in lieu thereof for the purpose.

The decision of the Director, Women and Child Development, Assam as to the eligibility or otherwise of a candidate for admission to the examination shall be final.

How to Apply:

- **Candidates are required to apply online (only) by visiting the website <https://womenandchildren.assam.gov.in/> with effect from 8^h December, 2023 (10.00 AM) to 29th December, 2023 (05:00 PM).** No online application will be filled up

after expiry of the given time as the link will be disabled. No email or offline or other form for submission of application is allowed.

- Instructions for filling up the prescribed form will be available in the above-mentioned website.
- No application fee is required.
- Before applying online, candidates are advised to carefully go through the instructions provided in the website. Candidates are required to upload a latest passport size photograph, photocopy of Birth Certificate /Admit Card/ Certificate of H.S.L.C. & H.S.S.L.C / AHM examination, Educational Qualification certificate, Essential Qualification certificate, Scanned Signature, up to date Employment Exchange Registration Certificate issued by the competent authority.
- Candidate belonging to OBC/MOBC/SC/STP/STH category should produce Caste Certificate issued by the competent authority along with the application form.
- **It is mandatory for the candidates to mention a valid email address and individual mobile phone number as the same will be required to convey related information. The email address and mobile phone number should be specific to each candidate.**
- Since only online applications will be accepted, the question of submission of applications through proper channel in case of the candidate already employed becomes redundant. However such candidate shall intimate their appropriate Appointing Authorities about submission of application in writing.
- The candidates already employed should note that the prerogative for according permission to appear in Written Examination /join services on being selected by "Directorate of Women and Child Development, Assam" in due course of time shall rest upon the appropriate Authority. Director, Women and Child Development, Assam shall not be anyway responsible/ accountable in the event of not according permission to appear in the Written Examination / join service after selection.
- Incomplete/defective/invalid/ draft application will be summarily rejected.
- **Director, Women and Child Development, Assam reserves the right to reject any application or cancel this Advertisement without assigning any reasons thereof.**
- **Canvassing directly or indirectly shall disqualify a candidate. No manual application form will be accepted.**
- **Candidates do not having requisite qualification and age his/her candidature will be summarily cancelled.**

Mode of Selection:

Phase-I:

- a) The candidates whose applications are accepted will be required to appear in an **OMR based objective typewritten test** to be held at a venue and date to be notified later through local newspaper and official website.
- b) The **Syllabus** of the OMR based **Objective Type Written Test** for each position will be as follows:

Sl. No.	Subject	Total Marks
1.	General awareness	70
2.	Proficiency Test (skill test)	30
	Total	100

- a) The candidates qualifying in the OMR based Objective Type Written shall be called for a **Skill Test** which will be **30 marks**. For every position, candidates shall be called for skill test, the ratio of 1:4 in order of merit as per the written test marks.
- b) The venue and date etc. for Skill Test will be notified in due course through local newspaper and official website.

Therefore, **the total marks** for OMR based Objective Type Written Test and Skill Test will be of **100 marks**.


Director
Women & Child Development,
Assam

- **No TA/DA is admissible for appearing in the OMR based Objective Type Written Test and Skill Test (wherever required).**
- **There will be no Viva-Voce Interview.**
- **Eligible candidates have to appear in all the stages of recruitment. If an eligible candidate is absent from any stage of recruitment process his/her candidature will be cancelled.**
- **Candidature will be summarily rejected at any stage of the recruitment process, if found not conforming to the official format/ having incomplete information/ incomplete requisite certificate/ misrepresentation of facts/ impersonation.**
- **The decision of the Director, Women & Child Development, Assam as to the eligibility or otherwise of a candidate for admission to the examination shall be final.**

Verification of Original Documents:

The candidates must attend the verification process. The candidates will have to bring their original testimonials for verification along with a set of self-attested photocopies of testimonials. Original documents are to be produced by the candidates; date, time and venue will be notified later on.



Director

Women & Child Development, Assam