GOVERNMENT OF N.C.T OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
1-A, Pt. Ravi Shankar Shukla Lane(1, Canning lane) K.G. Marg,
New Delhi-110001

Advertisement

The Department of Women and Child Development, GNCTD urgently requires persons to fill up vacant posts on contractual basis for a period of 1 year (extendable), for the District IGMSY Cell, under Centrally Sponsored- pilot scheme – Indira Gandhi Matritva Sahyog Yojana (IGMSY).

<table>
<thead>
<tr>
<th>S. No</th>
<th>Name of Post</th>
<th>Remuneration (Consolidated)</th>
<th>Number of Post</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>District Programme Co-ordinator</td>
<td>Rs. 20,000/-</td>
<td>01</td>
</tr>
<tr>
<td>2</td>
<td>District Programme Assistant</td>
<td>Rs. 10,000/-</td>
<td>01</td>
</tr>
</tbody>
</table>

The details of IGMSY, the terms of reference (TORs), essential qualification, experience and job details are available on the Department’s Website: [http://www.weddel.in](http://www.weddel.in)

The Eligible candidates may apply with duly attested (by a Gazetted Officer) copies of certificates of the essential qualification and experience to “The Director (WCD), Department of Women & Child Development, Govt. of NCT of Delhi, 1-A, Pt. Ravi Shankar Shukla Lane (1, Canning Lane), K.G. Marg, New Delhi-110001”. The application must reach this office latest by or before 10 October 2016.

Only short listed candidates will be intimated & called for interview.

Sd/-
Director,
Deptt. Of Women & Child Development
विज्ञापन

महिला एवं बाल विकास विभाग राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार को केंद्र सरकार से वित्तपोषित पावरल स्कीम- इंदिरा गाँधी मातृत्व सहयोग योजना के तहत जिला इकाई के लिए रिक्त पदों पर संचित आवेदन पर 1 वर्ष के लिए (विस्तारपीय) नियुक्ति हेतु, निम्नलिखित पदों के लिए योग्य उम्मीदवारों की आवेदनकारी हैं:

<table>
<thead>
<tr>
<th>क्रम संख्या</th>
<th>पद का नाम</th>
<th>पारिश्रमिक</th>
<th>रिक्त पदों की संख्या</th>
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<tr>
<td>1.</td>
<td>जिला कार्यक्रम संयोजक</td>
<td>₹ 20,000/-</td>
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इंदिरा गाँधी मातृत्व सहयोग योजना के विवरण, सन्दर्भ के निम्न (टी ऑ आर), अनिवार्य योजना, अनुमोदन और अर्ज के विवरण विभाग के वेब साइट [http://www.wcddel.in] पर उपलब्ध है।

योग्य उम्मीदवार अनिवार्य योजना उरु मातृत्व और अनुमोदन प्रमाण पत्र की राजनीतिक अधिकार से संबंधित प्रतिष्ठा के साथ "निदेशक रिक्त" महिला एवं बाल विकास विभाग राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार,1-ए.पी. रविशंकर शुक्ला लेना (फ, कैनिंग लेन) कस्तूरबा गांधी मार्ग, नई दिल्ली-110001" का आवेदन कर सकते हैं।

आवेदन पत्र दिनांक 10 अक्टूबर 2016 तक कार्यालय में पहुंच जाना चाहिए।

केवल संक्षिप्त सूची / शॉर्ट लिस्ट उम्मीदवारों को ही सूचित किया जायेगा।

(हस्ताक्षर)
निदेशक
महिला एवं बाल विकास विभाग
DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
(R.G.O. Branch)

No.F.59 (31)/DWCD/RGO/Publicity./16-17/ — 2016-9-0 Dated: 1 SEP 2016

To,

The Director,
Directorate of Information & Publicity,
Govt. of NCT of Delhi,
Old Sectt., Delhi.

Sub: Regarding Advertisement for recruitment against vacant contractual post of “District Programme co-coordinator & District programme assistant” in District Cell of IGMSY Scheme.

Sir,

Please find enclosed herewith the publication material in English & Hindi regarding publication of Advertisement for recruitment against vacant contractual post of “District Programme co-coordinator & District programme assistant” in District Cell of IGMSY Scheme, Department of Women & Child Development GNCTD.

I am directed to request you to get this published, at DAVP rates in Black & White (with black border) in 14X14 cms. size in One Hindi i.e. “The Nav Bharat Times”, & One English i.e.”The Hindustan Times” and One Urdu i.e, “Al-Momin” and One Punjabi i.e “Educator” Newspapers in Delhi edition on 24.9.2016.

As desired, a soft copy of the same is forwarded at slipadvtcnctd@gmail.com through Mail ID: rgowcd@gmail.com on 21.9.2016.

This may be given TOP PRIORITY. The LOGO of the Department of Women & Child Development may be printed on the advertisement.

This issues with the approval of the Director, Deptt. of Women & Child Development.

Encl. : Advertisement Material

(SUMITA MOZA)
PO (R.G.O)

Copy to:

New Delhi-110001, for uploading the advertisement on the website of the Department.

(SUMITA MOZA)
PO (R.G.O)
Department of Women and Child Development, GNCTD urgently requires persons to fill up the vacant posts on contract basis for a period of 1 year (extendable), for the District IGMSY Cell under Centrally Sponsored- pilot scheme – Indira Gandhi Matritva Sahyog Yojana (IGMSY).

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The details of IGMSY, the terms of reference (TORs), essential qualification and experience and job details are available on the Department Website: [http://www.wcddel.in](http://www.wcddel.in) The Eligible candidates may apply with duly attested (by a Gazetted Officer) copies of certificates of the essential qualification and experience to “The Director (WCD), Department of Women & Child Development, Government of NCT of Delhi, 1, Canning Lane, (Pandit Ravi Shanker Shukla Lane), Kasturba Gandhi Marg, New Delhi-110001”. The application must reach this office latest by or before 10-October-2016.

Only short listed candidates will be intimated and called for interview.

Sd/-

Director, Deptt. of Women & Child Development
Department of Women and Child Development, GNCTD urgently requires persons for the vacant posts to be filled on contract basis for a period of 1 year (extendable), for the District IGMSY Cell under Centrally Sponsored- pilot scheme – Indira Gandhi Matritva Sahyog Yojana (IGMSY).

The Terms of reference (TORs), essential qualification and experience and job details are as follows:-

A) IGMSY Section, New Delhi:
   i. Provide techno-managerial support for roll-out of the Scheme.
   ii. Issue need-based guidelines for effective implementation of the Scheme.
   iii. Facilitate capacity building of concerned service providers under IGMSY.
   iv. Ensure timely release of funds to SGs/UTs.
   v. Set up a monitoring, review and evaluation system to monitor and evaluate the Scheme.
   vi. Converge, coordinate and facilitate advocacy and awareness generation on health and nutrition issues of pregnant and lactating mothers.
   vii. Visit the districts to assess, monitor and review implementation of IGMSY.
   viii. Monitor State and District IGMSY Cells
   ix. Document progress, State initiatives and lessons learned.
   x. Any other matter relating to effective implementation of the IGMSY.

B) District-level IGMSY Cell:
   i. Operationalize IGMSY in all projects and AWCs (including urban AWCs and mini AWCs).
   ii. Implement state-specific guidelines issued.
   iii. Conduct training and refreshers for all stakeholders/service providers in the districts.
   iv. Monitor and streamline payment procedures for effectively reaching the beneficiary.
   v. Facilitate regular district-level IGMSY Steering and Monitoring committee meetings.
   vi. Coordinate with H & FW Department for adequate health supplies.
   vii. Compile the project-level reports received and prepare a monthly progress report for district.
   viii. Visit the AWCs to assess functioning of Scheme
   ix. Participate in project-level monthly review meetings to review programme progress.
   x. Liaise with other Departments, Banks and Post offices for ensuring incentive reaches the beneficiary on time.
   xi. Coordinate with and inform the IGMSY State/UT Cell, as and when needed.
   xii. Any other matter relating to effective implementation of the IGMSY at district level.
## Essential Qualification and Experience

<table>
<thead>
<tr>
<th>Post Name</th>
<th>Education Qualification</th>
<th>Experience/ Competencies</th>
<th>Salary</th>
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</table>
ii. Proficiency in using MS-Office and Data Entry                                   | As per budgetary provision Rs.20,000/- per month                                           |
| District Programme Assistant    | Graduate in Social Sciences / Social Work / Rural Management / Statistics.                 | i. At least 1 year experience of working with Government / Non-Government Organizations.  
ii. Proficiency in using MS-Office and Data Entry.                                    | As per budgetary provision Rs.10,000/- per month                                           |

Interested candidates may download prescribed application form from [http://www.wccd Delhi.in](http://www.wccd Delhi.in) and submit duly filled application form along with attested copies of certificates of essential qualification and experience to “**The Director, Department of Women & Child Development, GNCTD, 1, Pandit Ravi Shanker Shukla Lane, Canning lane, Kasturba Gandhi Marg, New Delhi-110001**”. Last date of receiving the application is **10-Oct-2016**. Application received in incomplete form or after due date shall not be entertained.

Only short-listed candidates will be intimated and called for interview. The Department of Women & Child Development reserves the right to reject any or all applications without assigning any reason. It is reiterated that the Govt. shall not be liable for any regularization therefore. The Director, W.C.D. reserves the right to terminate this contract work at any point of time.

*SD/-*

**Director, Dept. of Women & Child Development**
CURRICULUM VITAE

Proposed Position………………………

1. Full Name:
2. Date of Birth (DD-MMM-YYYY):
3. Present Address:
4. Permanent Address:
5. Marital Status:
6. Mobile No:
7. Phone No (with Area Code):
8. Email ID:
9. Educational Qualification:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Degree(s) or Diploma(s) obtained</th>
<th>Year</th>
<th>% Marks Secured</th>
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10. Professional Qualification:
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11. Language Proficiency:

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<tr>
<th>Language</th>
<th>Reading</th>
<th>Speaking</th>
<th>Writing</th>
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<tbody>
<tr>
<td>English</td>
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<tr>
<td>Hindi</td>
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12. Trainings / Workshop

13. Other Skills / Accomplishments
• Award/ Special Certificate
• Co-curriculum Activities
• Interests
14. EMPLOYMENT RECORD TOTAL EXPERIENCE (years): ___

<table>
<thead>
<tr>
<th>Organization</th>
<th>Designation</th>
<th>Duration</th>
<th>Responsibilities Handled</th>
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15. ANY OTHER RELEVANT INFORMATION

16. References (Provide Minimum Two References) Name, Designation, Organization and Mobile Number.

17. Certification

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience.

Applicant Signature

Applicant Name:-
Date (DD-MMM-YYYY):-
Place:-