

**HARYANA STATE CHILD PROTECTION SOCIETY
INTEGRATED CHILD PROTECTION SCHEME (Govt. of Haryana)
WOMEN & CHILD DEVELOPMENT DEPARTMENT**

Ref. No. CNCP/HSCPS/2016 Dated:

From
Director-cum-Member Secretary (HSCPS)
Women & Child Development Department,
Haryana , Panchkula.

To
Director,
Public Relations Department,
Haryana State.

Subject: Advertisement regarding recruitment of staff under ICPS at State Level.

Please find herewith enclosed copy of advertisement to be published in following leading English and Hindi Newspapers:


1. The Tribune (English)
2. The Indian Express (English)
3. Dainik Bhaaskar (Hindi)
4. Dainik Jagran (Hindi)

Encl:- as above

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Deputy Director-II
for the Director -cum-Member Secretary (HSCPS).
Women and Child Development Department,
Haryana, Panchkula

Endst:- 2842 /CNCP/ HSCPS/2016 Dated:- 6-7-16

A copy of above is forwarded to System Analyst, WCD for uploading the advertisement along with application form on Department's website.


Deputy Director-II
for the Director -cum-Member Secretary (HSCPS).
Women and Child Development Department,
Haryana, Panchkula

Encl:- as above

Advertisement

WOMEN & CHILD DEVELOPMENT DEPARTMENT, HARYANA
Bays No. 15-20, Sector-4, Panchkula- 134151, Phone No. 0172-2571151-41
Website: www.wcdhry.gov.in, Email ID: cncp.icps@gmail.com

Closing date for receipt of applications **10th August, 2016 (5.00 PM).**

Applications are invited through registered post for the under mentioned posts for Haryana State Child Protection Society at HQ, Panchkula under Integrated Child Protection Scheme strictly on the prescribed application. The candidate should specify on the top of the envelope name and category of the post applied for.

HARYANA STATE CHILD PROTECTION SOCIETY

Sr. No.	Name of the Post	No. of Posts	Estimated Salary (consolidated amount pm)	Qualification
1	Programme Manager (Training IEC & Advocacy)	1	35,000/-	i. Masters in Mass Communication ii. Minimum 60% marks at Masters Level iii. Minimum one year experience iv. Knowledge of Hindi upto matric Age : 21-42 years
2	Programme Officer (Training)	1	26,250/-	i. Masters in Mass Communication ii. Minimum 55% marks at Masters Level iii. Minimum one year experience iv. Knowledge of Hindi upto matric Age 21-42 years
3	Programme Officer (IEC & Advocacy)	1	26,250/-	i. Masters in Mass Communication ii. Minimum 55% marks at Masters Level iii. Minimum one year Experience iv. Knowledge of Hindi upto matric Age 21-42 years
4	Programme Officer (child in need of care and protection)	1	26,250/-	i. Masters in Psychology with specialization in Child Psychology/ Masters in Child Development ii. Minimum 55% marks at Masters level. iii. Knowledge of Hindi upto Matric. Age 21-42 years
5	Accounts Officer	1	17,500/-	i. Retired as Accounts Officer; or in- service SAO with at least 2 years experience on deputation basis. ii. Ability to work on MS.Office (Word, Excel, PowerPoint, Internet) with ease Age should not exceed 62 years.
6	Assistant cum Data Entry Operator	1	10,000/-	i. Graduate from any recognized University ii. 1 year Diploma/Certificate Basic (Word, Excel, Power Point, Internet) with ease. Age 25-42 years.

STATE ADOPTION RESOURCE AGENCY				
Sr. No.	Name of the Post	No. of Post	Estimated Salary (consolidated amount pm)	Qualification
1	Programme Manager (only for women)	1	35,000/-	i. Retired College/School Principal/ Officer of Social Welfare, W.C.D., Education and Health Department having experience of working for Child Development/Care. Age: should not exceed 62 years. OR i. Masters in Psychology with specialization in Child Psychology/ Masters in Child Development ii. Minimum 60% marks at Masters level. Age: Above 30 -42 years.
2	Programme Officer	1	26,250/-	i. Masters in Psychology with specialization in Child Psychology. ii. Minimum 55% marks at Masters level. iii. Experience of one year in Child Welfare/Child Protection. iv. Knowledge of Hindi upto Matric. Age: 25-42 years

Terms & Conditions and Application Form can be downloaded from Departmental website www.wcdhry.gov.in

Member Secretary (HSCPS)-cum-Director,
 Women and Child Development Department,
 Haryana, Panchkula

Terms & conditions for the various posts of Haryana State Child Protection Society & State Adoption Resource Agency under Integrated Child Protection Society.

Note 1: All the above posts are on **contractual basis till 31.03.17.**

Note 2: The prescribed essential qualification does not entitle a candidate to be called for interview. The Department may shortlist the candidate for interview on the basis of a rationale criterion to be adopted by the Department. The decision of the Department in all matters relating to acceptance or rejection of an application, eligibility/ suitability of the candidates and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

Note 3: A candidate can submit only one application for particular category of post. He /shemay submit different application for different post. Application form complete in all respects duly filled in by the candidates and signed in the specific space should be sent only through Registered Post to the Director, Women & Child Development Department, Bays No. 15-20, Sector-4, Panchkula PIN- 134151. All the column of the application form should be filled in.

Note 4: Candidates applying for a post must ensure that they fulfil all the eligibility conditions on the last date of application. If on verification at any time before or after the interview or appointment, it is found that they do not fulfil any of the eligibility condition or it is found that the information furnished is false or incorrect their candidature will be cancelled. The experience will be considered only after acquiring the essential qualification.

Note 5: Documents to be attached with the application form include (1) One latest stamp size photograph duly attested should be pasted on the application form. (2) Attested photocopies of certificates of essential qualifications (10th, 12th, Graduation, Post Graduation, Certificate of diploma in computers whichever is applicable) and experience.

Note 6: Relaxation of five (5) years in upper age (not above 50 years) will be given to the officers/candidates who fulfil all the relevant qualifications for their posts and already recruited against the scheme of ICPS on contractual basis for a minimum of three (3) years.

Note 7: An application form will be summarily rejected if

- (i) A candidate makes more than one application for a particular category/ post.
- (ii) The application is unsigned/ incomplete.
- (iii) The application is received in the Department office after the closing date.
Department will not be responsible for any postal delay
- (iv) A candidate does not possess the requisite academic qualification or experience on the cut off date.

APPLICATION FORM

Post applied for -----

(1) PERSONAL INFORMATION

- Name (in block letters)
- Father's name (in block letters)
- Date of Birth (attach self attested copy of Matriculation Certificate)
- Postal address with Contact No. and email address
- Permanent Address

Paste here latest
passport size
photograph duly
attested by
gazetted officer

(2) EDUCATIONAL INFORMATION

S.No	Qualification (Degree/ PG with specialization)	Name of the college/ university	Degree	Period (From – to)	Percentage/ marks scored

(3) EMPLOYMENT HISTORY: Give details of last 3 postings

Name of organisation	Position held/ designation	Period (From – to)	Address & Phone, Email	Job Responsibility	Last Salary drawn	Reasons for leaving

Total no. of year's employment experience:

(4) COMPUTER SKILL: _____

Declaration:

- 1 I hereby declare that the information given in this application form is true and correct. In case any information given in this application proves to be false or incorrect, I shall be responsible for the consequences.
- 2 I also declare that if any information provided by me is found false, my candidature may be rejected at any point of time.
- 3 After appointment, if any information provided by me is found false and forged, organisation has a right to terminate my services without prior notice.
- 4 I authorize the verification of all information as listed above (including the enclosed documents).

Date:

(Signature of the candidate)

Place: