



GOVERNMENT OF SIKKIM
SOCIAL JUSTICE EMPOWERMENT & WELFARE DEPARTMENT
5th MILE, LUMSAY, TADONG, EAST SIKKIM

No: 733 /SJEWD/18-19

Dated: 11 .10.2018

EMPLOYMENT NOTICE
Walk-in-Interview

Applications are invited from eligible local candidate for filling up of the following posts on temporary/ Co-terminus basis for the period of one year or funded by the funding agency whichever is earlier in the State Resource Centre for Women, Scheme of the Ministry of Women and Child Development, Government of India, under Social Justice, Empowerment and Welfare Department. The details of posts and eligibility criteria are as under: -

Sl. No	Name of the Post	No. of Post	Essential Qualification	Desirable/Additional Qualification	Monthly Emoluments
1	State Project Coordinator	01	a) Master's Degree in Social Work/ Economics/ Women's Studies/ Law/ Governance/ any other related field.	a) Minimum experience of 5 years of working on women's issues with at least 3 years spent in managing and leading projects and terms. b) Good knowledge of computers and ability to work in MS Office packages. Working knowledge of spread sheet and presentation packages. c) Excellent understanding and knowledge of women's issues and policies and programmes of the government at the National and State level.	Rs. 20,000/-
2	Specialist Gender	01	a) Master's Degree in Social Work/ Economics/ Women's Studies/ Law/ governance/ any other related field.	a) Minimum experience of 3 years of working on women's issues. c) Good knowledge of computers and ability to work in MS Office packages. Working knowledge of spread sheet and presentation packages.	Rs. 15,000/-
3	Training and Research Officer	01	a) Master's Degree in Social Work/ Economics / Women's Studies/ Law/ Governance/ any other related field.	a) Minimum experience of 3 years in the training and capacity building on issues related to women. b) Good knowledge of Computers and ability to work in MS Office packages. Working knowledge of spread sheet and presentation packages. c) Previous experience of working with the Government if any	Rs. 15,000/-
4	Assistant (Training & Documentation)	01	a) Graduate in any discipline	a) Typing speed of 30 wpm is essential b) Minimum work experience of 3 years.	Rs. 12,000/-

II. Terms & Conditions:

1. All the placement stated above under State Resource Centre for Women are purely temporary/ co-terminus basis with the schemes on a consolidated pay for a period of one year or till funded by funding agency whichever is earlier.
2. Preferences will be given to women candidates in some of the posts based on merit.
3. The above appointment shall not confer any right for regularization in future.
4. The candidates shall be selected through walk -in- interview
5. The candidates fulfilling the above eligibility criteria as prescribed against each post shall only apply.
6. A candidate must be in good health and physically fit to discharge of his/ her duties.
7. Entry age limit shall be as per the State Government norms.

The interested candidates fulfilling the eligibility criteria may submit their RESUME.

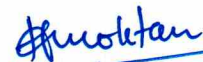
III. Other requirement: - Application address to the Director, WCD, SJE&WD along with following valid documents and contact number should be submitted to the office of Deputy Secretary, Administration, Department of Social Justice, Empowerment and Welfare Department, Lumsay, East Sikkim on or before **14th November 2018**. No application received after the stipulated date shall be entertained.

1. Attested copies of requisite essential qualification from recognized Board/ University from Class X onwards and documentary proof of desirable qualification.
2. Attested copy of Sikkim Subject Certificate / Certificate of Identification from concerned Authority
2. Attested copy of valid Local Employment Card.
4. No objection Certificate from the Secretary/ Head of Department in the case of any temporary employee serving in Government Department.
5. Experience Certificate.

Social Justice, Empowerment & Welfare Department reserves the right to accept/ reject any application without assigning any reason thereof. No TA/ DA shall be admissible for attending the interview.

Original documents should be submitted on the date of interview.

Date of interview is fixed on **17th November 2018 (Saturday)**. 11.00 A.M onwards at SJE&WD, 5th Mile Lumsay, Tadong



Deputy Director/ WCD
Social Justice, Empowerment
and Welfare Department