

अण्डमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION
बालविकास परियोजना अधिकारी का कार्यालय
OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER
आइ: सी: डी: एस: (आदिवासी परियोजना), कार निकोबार
ICDS (Tribal Project), Car Nicobar

कार निकोबार/Car Nicobar, dated: 11.11.202

VACANCY NOTICE

Application are invited from eligible candidate for filling up of various Post under One Stop Centre (OSC) on contract basis at Nicobar District, Car Nicobar, the post are as under:-

One Stop Centre (OSC)				
S.No	Name of the Post	No. of Post	Qualification	Monthly emolument
1.	Central Administrator	01	<ul style="list-style-type: none">A Master's degree in law/ Social work/ Sociology/ Social Science/ PsychologyMinimum five years of experience of working on women related relevant domains in an administrative setup with a Government or Non-Government project/ programmePreferably atleast one year of experience of counselling experienceThe Centre Administrator should be a woman, a resident of the local community (so that local human resource and expertise is utilised for effective functioning of the centre) and possess the following basic qualifications	Rs. 40,000/-
2.	Case Workers	02	<ul style="list-style-type: none">A Bachelor's degree in law/ social work/ sociology/ social science/ psychologyMinimum three years of experience of working on women related relevant domains in a Government or Non-Government project/programmeCA may assign any other work related to OSC to any	Rs. 30,000/-

			<p>of the staff from time to time.</p> <ul style="list-style-type: none"> The Case worker should be a woman, a resident of the local community (so that local human resource and expertise is utilised for effective functioning of the centre) and possess the following basic qualifications 	
3.	Para Legal personnel/Lawyer	01	<ul style="list-style-type: none"> In the absence of Legal Advisors provided by District Legal Services Authority, legal counselling service could be outsourced to any person with the following qualifications: A degree in Law/with legal training or knowledge of laws Minimum of three years of experience of working in a Government or Non-Government women related project/programme at the district level, or A practicing Lawyer with at least two years of experience of litigation in any court of law CA may assign any other work related to OSC to any of the staff from time to time. 	Rs. 35,000/-
4.	Pshycho-Social Councillor	01	<ul style="list-style-type: none"> Preferably minimum three years of experience of working with a Government or Non-Government health project/ programme at the district level CA may assign any other work related to OSC to any of the staff from time to time. The Counselor should be a woman and possess the following qualifications: Degree / Diploma in psychology / psychiatry / neurosciences with a background in the health sector 	20,000/-
5.	Office Assistant with Computer	01	<ul style="list-style-type: none"> IT Staff ,preferably a woman should possess the following qualifications 	Rs.15,000/-

			<ul style="list-style-type: none"> • Bachelors degree with a diploma in computers/ IT • Minimum three years of experience in data management, process documentation and webbased reporting formats and video conferencing at the State or district level with Government or Non-Governmental/ ITbased organizations • CA may assign any other work related to OSC to any of the staff from time to time. 	
6.	Multi-Purpose Staff/Cook	03	<ul style="list-style-type: none"> • Multi- Purpose worker preferably a woman can be any person who is literate with knowledge / experience of working in the relevant domain. (Preference will be given to an individual with a High School degree) • CA may assign any other work related to OSC to any of the staff from time to time. 	Rs. 10,000/-
7.	Security Guard/Night Guard	03	<ul style="list-style-type: none"> • Services of a Security Guard can be outsourced to any person with the following qualifications: • Minimum two years of experience of working as a security guard in a government or reputed organization at the district/ state level. (Preference will be given to a retired military / paramilitary personnel) • CA may assign any other work related to OSC to any of the staff from time to time. 	Rs. 10,000/-

Document to be produced during the Interview:

1. Original Mark Sheet and certificates in support of Educational qualifications and Experience Certificate.

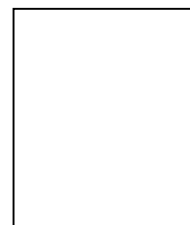
General Information:

1. Interested candidates may apply in the prescribed format with necessary documents to One Stop Centre (OSC), Room No.01 Office of The CDPO, ICDS (TP), Annexure Building, Deputy Commissioner Office, Car Nicobar -744301 by

speed post or by physically applying during Office Hours. The closing date for accepting the application is 10.12.2025 at 5.00 PM.

2. While attending the interview for the respective post, the applicant should ensure that he/she fulfils the eligibility and other norms and that the particulars furnished by him or her are correct in all aspects.
3. Interested candidates shall be ready to work in remote/hard areas and when directed also may have to travel to remote/hard areas as and when required.
4. This appointment will be purely on a contract basis, which is likely to be extended on mutual consent. It does not confer any right/ privilege for regular appointment or continuity of service.
5. No TA/ DA will be paid to appear in the interview, the interested candidate is required to make their own travel arrangement.
6. In case of any clarification/queries, candidates are requested to contact District Mission Coordinator (DHEW), Nicobar contact no. **9476013316 (email: icdscarnic@gmail.com)**.
7. The date of the interview will be informed to the candidates after the scrutiny of the applications
8. **IN CASE IT IS DETECTED AT ANY STAGE OF SELECTION THAT A CANDIDATE DOES NOT FULFILL THE ELIGIBILITY NORMS AND/OR THAT HE/SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACTS, HIS OR HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF HIS SHORT COMING IS/ARE DETECTED EVEN AFTER SELECTION HIS OR HER SERVICES ARE LIABLE TO BE TERMINATED WITHOUT ASSIGNING ANY REASON THEREOF.**

Format of application



Application for the post :				
1.	Name of the candidate (in block letter)			
2.	Father/Husband Name			
3.	Male / Female			
4.	Date of Birth (proof to be enclosed)	Date	Month	Year
5.	Age	Year	Month	
6.	Nationality			
7.	Aadhaar Number (proof to be Enclosed)			
8.	Educational Qualification (proof to be Enclosed)			
9.	Experience (proof to be Enclosed)			
10.	Present Address			
11.	Permanent Address			
12.	Contact Number with mail id. All communications will be mail in this id only.			

All the above columns should not be kept in blank.

Declaration

I hereby declare that the particular furnished above by me are correct and nothing has been concealed. If any information furnished above is found to be false at any stage, my candidature/selection for the above mention post is liable to be cancelled.

Place:

Date:

Signature of the candidate.