 

 **GOVERNMENT OF UT JAMMU AND KASHMIR**

**OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER KHOUR**

 **Advertisement Notice No :- 02 of 2023**

 **Dated :- 25-05-2023**

**Subject: Advertisement for Recruitment of Sanginis( Anganwadi Workers) and**

**Sahayikas ( Anganwadi Helpers) in Anganwadi Centres Of POSHAN Project**

 **Khour.**

**Reference:**

1. Human Resource Policy for Anganwadi Workers (AWWs) and Anganwadi Helpers (AWHs) implemented vide Govt Order No. 222-JK(SWD) of 2022 dated :30.11.2022 .
2. Directions issued vide Govt. Order No. 103-JK( SWD) of 2023 dated: 28.04.2023
3. Approval Accorded vide Mission Directorate, Order No.: MD /Poshan/Estt /2023/14988-15027, Dated :23-05-2023

Applications are invited on prescribed format at **ANNEXURE “A”**from the eligible female candidates for engagement as **Sanginis (Anganwadi Workers) and Sahayikas (Anganwadi Helpers)** in Anganwadi Centres of PoshanProject Khour, purely on Honorarium basis ( as per guidelines/norms).The important details with regard to the posts are as under:

**i) Posts of Sanginis( Anganwadi Workers)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Name of the District** | **Name of the Project** | **Name of the Panchayat/Municipality** | **Ward No. of Panchayat/****Municipality** | **Name of the Anganwadi Centre** |
| **1.** | **Jammu** | **Khour** | **KotMaira Phariwala Upper** | **Ward No. 1** | **Patyari** |
| **2.** | **Jammu** | **Khour** | **Samwan** | **Ward No.4** | **Millian Di Khui A** |
| **3.** | **Jammu** | **Khour** | **Mattoo** | **Ward No. 6** | **Datyal A** |

**ii) Posts of Sahayikas ( Anganwadi Helpers)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No** | **Name of the District** | **Name of the Project** | **Name of the Panchayat/Municipality** | **Ward No. of Panchayat/****Municipality** | **Name of the Anganwadi Centre** |
| **1.** | **Jammu** | **Khour** | **Pargwal Upper** | **Ward No. 7** | **Bhalwal Barth A** |
| **2.** | **Jammu** | **Khour** | **Mattoo** | **Ward No. 6** | **Datyal A** |
| **3.** | **Jammu** | **Khour** | **Samwan** | **Ward No. 3** | **Samwan A** |
| **4.** | **Jammu** | **Khour** | **Kaleeth** | **Ward No. 2** | **Kaleeth** |
| **5.** | **Jammu** | **Khour** | **Samwan**  | **Ward No. 4** | **Millian Di Khui A** |

1. Date of Commencement for submission of Application Forms: **29.05.2023**
2. Last Date for submission of Application Forms: **12.06.2023**
3. No application forms shall be accepted after the last date i.e. **12.06.2023.**

 **ELIGIBILTY CRITERIA:**

**For Sanginis (Anganwadi Workers):**

1. Women candidates only in the age group of 18-37 years as on 01-01-2023 shall be eligible for the post.
2. The candidate should be a domicile of the UT of J&K.
3. The candidate should be a resident of the Electoral Ward where Anganwadi centre is situated. **Name in the Voter List** for the ward shall be considered as the proof of residence of the candidate. In case the name of the candidate appears in Voter list along with her parents, then she must provide certificate of being **unmarried issued by the concerned Tehsildar**. Wherever, there is any dispute of residence for any reason, then a residence proof certifying the ward of residence from the concerned SDM/ACR shall be considered.
4. Minimum qualification for Sanginis( Anganwadi Workers) shall be 10+2 and maximum graduation. In case no 10+2 pass candidate is available in the ward, 10+2 pass candidate from the adjoining ward shall be considered.
5. In case suitable candidate is not available from adjoining ward, candidate from the nearest ward within the Panchayat will be considered.
6. Weightage shall be given on the basis of marks obtained in 10+2 and selection shall be done purely on merit basis and no other criteria to be considered.
7. In case any eligible candidate is available within the family of the retiring AWWs/AWHs, the said candidate shall qualify for **additional two percent points** while making selection.
8. In case of tie in merit of the eligible candidates, candidate with higher age will be preferred.
9. Candidates with **qualification higher than Graduation shall not be considered.**

**For Sahayikas ( Anganwadi Helpers):**

1. Women Candidates only in the age group of 18-37 years as on 01-01-2023 shall be considered for the post.
2. The Candidate should be a domicile of the UT of J&K.
3. The selection of Sahayikas (Anganwadi Helpers) shall be restricted to the Electoral Ward where Anganwadi Centre is located.
4. Minimum qualification for Sahayikas shall be Matriculation.
5. In case no matriculate candidate is available in the ward, candidates with qualification not less than 8th standard shall be considered.

 **Documents to be attached with the application form (Self Attested):**

1. Copy of Domicile certificate and Date Of Birth Certificate.
2. Copies of all Academic qualification certificates.
3. Copy of Aadhaar Card.
4. Copy of Voter ID Card.
5. Copy of Ration Card.
6. Two passport size recent photographs.
7. Certified copy of the latest voter list as proof of residence. (Certified by the BDO/EO Municipality concerned)
8. Unmarried Certificate by the concerned Tehsildar (In case of unmarried candidate)

 h. Copy of Death Certificate of Husband. (In case of widow)

 i. Copy of Divorce Certificate. (In case of divorcee)

 j. Affidavit in the prescribed format as given in **Annexure B** duly attested by Judicial Magistrate.

The application forms complete in all respects **as per the Performa given in Annexure “A”** of this notice along withself attested copies of all the requisite documents as mentioned should be submitted in the **Office of the Child Development Project Officer , Khour**,**Jammu** ( Near Office of Sub Divisional Magistrate,Khour Camp ) by personal delivery or through registered Post during working hours against the proper receipt. Candidates have to apply separately for each post.The incomplete forms shall be rejected without any clarification/notice and the candidates shall have no right to claim for candidature.

**This Office/Poshan Department reserves the right to increase/decrease/withdraw/cancel the advertised vacancies at any point of time on the departmental requirement before the selection process.**

 **Document Verification :**

 The shortlisted candidates shall be required to appear before the Document Verification Committee along with all the original documents whose copies have been attached with the application form within a week after the last date of receipt of application forms.

**No. CDPO/K/ 191-202 /2023**

**Dated: 25.05.2023**

 Sd/-

**Child Development Project Officer**

 **POSHAN Project Khour**

**Copy to the :-**

1. Deputy Commissioner,Jammu for kind information.
2. Mission Director, Poshan, J&K for kind information.
3. District Programme Officer, Poshan Projects Jammu (Chairman, Selection Committee for Sanginis) for kind information.
4. General Manager, DIC Jammu (Member,Selection Committee for Sanginis) for kind information.
5. Deputy Director, Poshan, Jammu for kind information.
6. District Information Officer, Jammu for kind information.
7. District Social Welfare Officer, Jammu (Member,Selection Committee for Sanginis) for favor of information.
8. Assistant Director, Employment, Jammu (Member,Selection Committee for Sanginis) for favor of information.
9. Block Development Officer( Khour, Kharrahballi, Samwan, Pargwal) (Member, Selection Committee for Sahayikas) for favor of information.
10. Zonal Education Officer(Khour, Jourian, ChowkiChoura) (Member, Selection Committee for Sahayikas) for favour of information.
11. Supervisors ( all) , Poshan Project Khour for information and with the direction to display advertisement notice in Panchayat Ghars and Anganwadi centres and also handover one copy to concerned Sarpanch/ Ward member for publicity in locality against proper receipt, under an intimation to the Office of CDPO , POSHAN Project Khour.
12. Office Record.

 **ANNEXURE A**

 **APPLICATION FOR THE POST OF SANGINI (ANGANWADI WORKER)**

Self Attested Photograph

1. Name of the District :-
2. Name of the Project:-
3. Name of Panchayat/Municipality:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Name of the Anganwadi Centre for which applying:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Name of Candidate( in Block Letter) :-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Contact No :- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email id :- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Father’s Name (in Block Letter):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Marital Status:- (Married/UnMarried) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. Husband’s name:- (If married) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. Whether belonging to the family of retired AWW/AWH:- (Yes/No) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. Date of Birth:-

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| D | D | M | M | Y | Y | Y | Y |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Age as on 01.01.2023 (in years and months):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Place of Permanent Residence (with Ward Number, House Number, Mohalla/Locality, Panchayat etc):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Address for correspondence:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Academic Qualification:-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.No** | **Exam Passed** | **Board/University** | **Year of Passing** | **Marks obtained** | **Max Marks** | **%age** |
| 1. | Matriculation |  |  |  |  |  |
| 2. | 10+2 |  |  |  |  |  |
| 3. | Graduation |  |  |  |  |  |

 **Date: Signature of Applicant**

**APPLICATION FOR THE POST OF SAHAYIKA (ANGANWADI HELPER)**

Self Attested Photograph

1. Name of the District :-
2. Name of the Project:-
3. Name of Panchayat/Municipality:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Name of the Anganwadi Centre for which applying:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Name of Candidate( in Block Letter) :-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Contact No :- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email id :- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Father’s Name (in Block Letter):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Marital Status:- (Married/UnMarried) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. Husband’s name (If married):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. Whether belonging to BPL category:- (Yes/No) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. Whether Widow/divorcee:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
12. Date of Birth:-

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| D | D | M | M | Y | Y | Y | Y |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Age as on 01.01.2023 (in years and months):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Place of Permanent Residence (with Ward Number, House Number, Mohalla/Locality, Panchayat etc):- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Address for correspondence:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Academic Qualification:-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.No** | **Exam Passed** |  **Board** | **Year of Passing** | **Marks obtained** | **Max Marks** | **%age** |
| 1. | 8th |  |  |  |  |  |
| 2. | Matriculation |  |  |  |  |  |
| 3. | 10+2 |  |  |  |  |  |

 **Date: Signature of Applicant**

 **ANNEXURE B**

 **Affidavit**

I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_D/o/w/o/wd/o\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_R/o\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_do hereby solemnly affirm as under:

1. That I belong to the Ward no.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Panchayat\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_for which application of Sangini/Sahayika is invited.

2. That no forged/fake documents have been enclosed with the application form.

3. That if at any later stage, it is found that I am in possession of qualification higher than the prescribed qualification, my engagement shall be liable for cancellation without any notice.

4. That the contents of the application given above are correct and true to the best of my knowledge and belief.

5. In case above statement is found incorrect, the selection committee shall have the right to reject the application form without any notice and further in case under any circumstances I change my residence (physical) outside the Panchayat/Municipal Ward (whichever applicable) the department shall have the right to terminate my services.

**Signature of Applicant**