



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER
BARPETA

No: DSWO(B)528/OSC-E/2025-26/100

Dated: 04/03/2025

**ADVERTISEMENT FOR PURELY TEMPORARY AND CONTRACTUAL ENGAGEMENT AT
THE ONE STOP CENTRE, BARPETA UNDER MISSION SHAKTI**

Applications are invited from eligible candidates who are the citizens of India and fulfill the eligibility norms of educational qualification, experience, age etc. as mentioned below against each category of purely temporary contractual posts of One Stop Centre under Mission Shakti for Barpeta District. Interested candidates having the requisite qualification and experience may submit the applications mentioning the Name of Post at the Drop Box kept in front of the office chamber of the Addl. District Commissioner (SW) Barpeta, Room No. 9 from **05-03-2025 to 25-03-2025** during the office hour. Interested Candidates are requested to submit their CV along with the self-attested necessary documents as follows:-

Documents to be submitted along with the CV:-

1. Educational Qualification certificate
2. Age-proof certificate
3. Voter ID Card
4. Aadhaar Card
5. Experience Certificate

The short listed candidates will be intimated about the selection process through the personal email ids of the candidates. No TA/DA will be provided to the candidates. The candidates must be of minimum 21 years of age as on 01/01/2025. The candidates should mandatorily provide their personal working phone numbers and email ids.

Post details:-

1. Name of post :- CENTRE ADMINISTRATOR

Nos of post:- 01

Monthly Remuneration:- Rs. 36,000/- per month (fixed)

Eligibility Criteria:- Any Woman having Masters in Law/ Social Work/Sociology/ Social Science/ Psychology with at least 5 years experience of working on woman related relevant domains in an administrative set-up with a Government or Non- Government project/ programme and preferably with at least 1 year experience of counseling either within or outside the same set-up.

For existing staff, 3 years experience is mandatory for applying for the post. The applicant should be a resident of Barpeta district.

2. Name of post:- CASE WORKER

Nos of post: - 02

Monthly Remuneration- Rs. 25,000/- per month (fixed)

Eligibility Criteria:- Any Woman having a Bachelor in Law/ Social Work/Sociology/ Social Science/Psychology with at least 3 years experience of working on woman related relevant domains in a Government or Non- Government project/programme. The applicant should be a resident of Barpeta district.

3. Name of post :- COUNSELLOR

Nos of post:- 01

Monthly Remuneration:- Rs. 25,000/- per month (fixed)

Eligibility Criteria :- Any Woman having professional degree/ diploma in Psychology/psychiatry/ neurosciences with a back ground of health sector and preferably with at least 3 years experience of working within a Government or Non- Government health project/ programme at district level.

4. Name of post:- OFFICE ASSISTANT

Nos of post:- 01

Monthly Remuneration:- Rs. 20,000/- per month (fixed)

Eligibility Criteria- Any Graduate with at least Diploma in computers/ IT etc. with a minimum of 3 years experience in data management, process documentation and web-based reporting formats, video conferencing at state or district level with Government or Non- Government/IT-based organizations.

5. Name of post – MULTI PURPOSE WORKER/COOK (MPW)

Nos of post – 03

Monthly Remuneration- Rs. 14,000/- per month (fixed)

Eligibility Criteria- Any women who is literate with knowledge/experience of working in the relevant domain. The candidates should be minimum Class VIII Passed.


6. Name of post – SECURITY/NIGHT GUARD

Nos of post – 03

Monthly Remuneration- Rs. 12,000/- per month (fixed)

Eligibility Criteria- Any person having 2 years experience of working as security personnel in a Government or reputed organization at the district/ state level. He/she should preferably be retired Military/Para-Military personnel. The candidates should be minimum Class HSSLC Passed (12th Passed).

Any matter which is not specially mentioned in this advertisement will be decided by the Selection Committee. The Authority reserves the rights to cancel/ postpone the advertisement without assigning any reason thereof. The post of Centre Administrator, Case Worker and Counselor are transferable. Centre Administrator has to reside within the One Stop Centre premises.



District Commissioner
Barpeta

Memo No: **DSWB(B) 528/OSL-E/2025-26/100-A**

Dated 04/03/2025

Copy to:-

- 1) The Principal Secretary to the Govt. of Assam, Women and Child Development Department, Dispur Guwahati-6 for kind information.
- 2) The Director, Women and Child Development, Assam, Guwahati- 1 for kind information.
- 3) The Addl. District Commissioner (SW), Barpeta.
- 4) The District Social Welfare Officer, Barpeta for information and necessary action.
- 5) The District Information & Public Relation Officer, Barpeta for wide publicity of the Advertisement through the leading News Papers.
- 6) Office File


District Commissioner
Barpeta