



**DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF N.C.T. OF DELHI, ISBT COMPLEX,
FIRST FLOOR, KASHMERE GATE,
NEW DELHI-110006**



Advertisement

Department of Women and Child Development, GNCTD requires manpower to fill up the vacant posts on contractual basis for a period of 1 year (extendable), for the State & District PMMVY Cells under Centrally Sponsored Scheme- Pradhan Mantri Matru Vandana Yojana (PMMVY).

S. No	Post Name	Remuneration (Consolidated)	No. of Post
1.	State Programme Assistant (SPA)	Rs. 25000/- (per month)	01
2.	District Programme Assistant (DPA)	Rs. 20000/- (per month)	04

The terms of references (TORs), essential qualification, experience required, job details and scrutiny criteria are available on the Department Website: www.wcddel.in. The eligible candidate of 35 year of age or below on the closing date i.e. 04.09.2021 may apply online from 16.08.2021 through the website of the department. The recruitment is on contract and for limited period only. Therefore candidates must note that this is not a permanent job.

The last date of closing of online application is 04.09.2021

After scrutiny of applications the list of eligible candidates will be displayed on the website. The interview for selection is likely to start from the first week of Oct. 2021 (tentative); for updates on this, website of the Department may be visited.

The eligible candidate will be invited for interview through e- mail only, no interview letters will be sent. Candidates are also advised to refer to department's notice board/ website of the department i.e. <http://www.wcddel.in> for dates of interview and any other update in this regard.

Candidates are advised to refer link <http://cams.wcddel.in> for applying online.

Reservation will be applicable as per the rules of the state government.

Note- No other mode of application except online shall be entertained by the Department. The department also reserves the right to decrease or increase the no. of each post as mentioned in the table at any stage/point of selection procedure.

Sd/-

Director, Deptt. of Women & Child Development

[Signature]
Deputy Director/Nodal Officer
(PMMVY)

[Handwritten]
12-8-2021



महिला एवं बाल विकास विभाग
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
आईएसबीटी बिल्डिंग, कश्मीरी गेट, दिल्ली-110006



विज्ञापन

महिला एवं बाल विकास विभाग, राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार को केंद्र सरकार से वित्तपोषित प्रधान मंत्री मातृ वंदना योजना के तहत राज्य तथा जिला ईकाईयो के लिए रिक्त पदों पर संविदा आधार पर १ वर्ष के लिए (विस्तार योग्य) नियुक्ति हेतु योग्य उम्मीदवारों की आवश्यकता है।

क्रम संख्या	पद का नाम	पारिश्रमिक (समेकित)	रिक्त पद की संख्या
1.	राज्य कार्यक्रम सहायक	25,000/-	01
2.	जिला कार्यक्रम सहायक	20,000/-	04

संदर्भ की शर्तें (टीओआर), आवश्यक योग्यता, अनुभव की आवश्यकता, नौकरी का विवरण और जांच के मापदंड विभाग की वेबसाइट: <http://www.wcddel.in> पर उपलब्ध है। आवेदन की अंतिम तिथि यानी 04.09.2021 पर गणना करने पर 35 वर्ष या उससे कम आयु के योग्य उम्मीदवार, विभाग की वेबसाइट के माध्यम से 16.08.2021 से ऑनलाइन आवेदन कर सकते हैं। भर्ती केवल अनुबंध पर और सीमित अवधि के लिए है। इसलिए योजना में स्थायी नौकरी की तलाश करने वाले उम्मीदवार आवेदन न करें।

ऑनलाइन आवेदन के समापन की अंतिम तिथि 04.09.2021 है।

आवेदनों की जांच के बाद, पात्र उम्मीदवारों की सूची वेबसाइट पर प्रदर्शित की जाएगी। उपरोक्त पदों को भरने के लिए साक्षात्कार अक्टूबर के पहले सप्ताह: (अस्थाई) से शुरू होने की संभावना है। इस पर अद्यतन के लिए, विभाग की वेबसाइट देखी जा सकती है।

पात्र उम्मीदवार को केवल ई-मेल के माध्यम से साक्षात्कार के लिए आमंत्रित किया जाएगा, कोई साक्षात्कार पत्र नहीं भेजा जाएगा। उम्मीदवारों को यह भी सूचित किया जाता है कि वे इस संबंध में साक्षात्कार की तारीखों और किसी अन्य अपडेट के लिए विभाग के नोटिस बोर्ड / वेबसाइट यानी <http://www.wcddel.in> को देखें।

उम्मीदवार लिंक <http://cams.wcddel.in> से आवेदन कर सकते हैं।

आरक्षण राज्य सरकार के नियमों के अनुसार लागू होगा।

नोट- ऑनलाइन को छोड़कर आवेदन का कोई अन्य माध्यम विभाग द्वारा स्वीकार नहीं किया जाएगा। चयन प्रक्रिया के किसी भी चरण/ बिंदु पर उपर्युक्त पदों की संख्या में कमी या वृद्धि करने का अधिकार विभाग के पास है।

आदेशानुसार
निर्देशक, महिला एवं बाल विकास विभाग

9/08/21
12-8-2021

Deputy Director/Nodal Officer
(PMMVY)



**DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF N.C.T. OF DELHI, ISBT COMPLEX,
FIRST FLOOR, KASHMERE GATE,
NEW DELHI-110006**



Department of Women and Child Development, GNCTD of Delhi seeks to temporarily hire on contractual basis for a period of 1 year (extendable), 01 State Programme Assistant (SPA) and 03 District Programme Assistant (DPA) under Centrally Sponsored Scheme- Pradhan Mantri Matru VandanaYojana (PMMVY).

The Nature of work, Essential Qualification, Work Experience and Job Details for State Programme Assistant (SPA) are as follows:

1. Facilitate and monitor for roll out of the Scheme in all PMMVY districts.
2. Facilitate issuance of State-specific guidelines for effective implementation of the Scheme.
3. Conduct and coordinate need-based sensitization programs under IEC & BCC activities, training and refresher courses for all stakeholders/service providers involved in implementation of PMMVY in all districts.
4. Facilitate timely release of funds to districts and monitor fund utilization at district level.
5. Ensure payment procedures are timely, streamlined, transparent and effective through PMMVY-CAS portal integrated with PFMS portal.
6. Ensure SG/UT level and District-level PMMVY Steering and Monitoring committee functional and meet regularly.
7. Coordinate with H & FW Department for adequate health supplies.
8. Set up monitoring and supervision system for PMMVY.
9. Compile and review reports received from the districts and share with GoI.
10. Conduct monthly review meetings of the district PMMVY cells.
11. Liaise with Banks and Post offices for ensuring effective implementation of the Scheme.
12. Coordinate with MWCD.
13. Document best practices.
14. Coordinate for Budgeting related issues and to ensure to have availability of funds by Center and State in all required components of the scheme.
15. Timely submission of quarterly and Annual UC & SoE including other reports to Centre & State Govt.
16. Handle all PMMVY-CAS portal and Public Financial Management System (PFMS) related issues for timely disbursement of payment to beneficiaries.
17. Any other matter relating to effective implementation of the PMMVY.

14th
12-8-2021

[Signature]
Deputy Director/Nodal Officer
(PMMVY)


The Nature of work, Essential Qualification, Work Experience and Job Details for District Programme Assistant (DPA) are as follows:

1. Operationalize PMMVY in all projects and AWCs (including urban AWCs and mini AWCs).
2. Implement state-specific guidelines issued.
3. Conduct training and refresher programmes for all stakeholders/service providers in the districts.
4. Monitor and streamline payment procedures for effectively reaching the beneficiary.
5. Facilitate regular district-level PMMVY Steering and Monitoring committee meetings.
6. Coordinate with H & FW Department for adequate health supplies.
7. Compile the project-level reports received and prepare a monthly progress report for district.
8. Visit the AWCs to assess functioning of Scheme.
9. Participate in project-level monthly review meetings to review programme progress.
10. Liaise with other Departments, Banks and Post offices for ensuring remittance reaches beneficiaries on time.
11. Organize review meeting cum workshops and training programmes for field functionaries for resolving the issue faced/ encountered during implementation of scheme.
12. Organize IEC and BCC activities for sensitization and to increase beneficiaries' coverage under this scheme in coordination with State/District/Project Unit.
13. Coordinate and report to the PMMVY State Cell, as and when needed.
14. Any other matter relating to effective implementation of the PMMVY at district level.

Essential Qualification and Work Experience

Designation	Education qualification	Experience/Competencies
State Programme Assistant (SPA)	Graduate preferably in Social Sciences / Social work/ Rural management/ Statistics	i. At least 2-years experience of working with the Government/ Non-Government organizations. ii. Proficiency in using MS-office, data entry and analysis. iii. Proficiency in local language Hindi and English
District Programme Assistant (DPA)	Graduate preferably in Social Sciences / Social work/ Rural management/ Statistics	i. At least 1-year experience of working with Government/ Non-Government organizations. ii. Proficiency in using MS-Office and data entry. iii. Proficiency in local language Hindi and English


Note: Candidates are mandatorily required to bring all relevant documents in original at the time of interview, in support of their education qualification, certificate of basic computer proficiency skill of MS office, work experience certificate and photo identity proof along with self attested

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photocopies of the same. The candidates must also bring two recent passport size photographs at the time of interview, without which the candidature of the applicant shall not be entertained.

Only short-listed candidates will be intimated and called for the interview. The Department of Women & Child Development reserves the right to reject any or all applications without assigning any reason. It is reiterated that the Govt. shall not be liable for any regularization thereof. The Department also reserves the right to decrease or increase the number of post against the advertised post at any stage/point of selection procedure. Further, the department and the Director WCD reserve the right to terminate this contract work at any stage/point of time.


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