

ADVERTISEMENT

The Office of District Social Welfare Officer, Barpeta under Women and Child Development Department, Barpeta invites application from eligible candidates who are citizen of India as defined under Article 5 to 9 of the constitution of India and fulfil the eligibility norms of educational qualification, age, experience etc. as mentioned below against each category of purely temporary contractual posts under Shakti Sadan (Integrated Relief and Rehabilitation Home for Women), Mission Shakti for Barpeta district. Interested candidates having the requisite qualification and experience etc may submit duly filled up Application (in the Standard Applicallon Form) at the Drop Box kept at The Office of the District Social Welfare Officer, from 30.11.2025 to 15.12.2025 during office hours.

Documents to be submitted along with the Application Form-

- 1. Educational Qualification certificate
- 2. Age-proof certificate (HSLC Admit Card)
- 3. Voter ID Card
- 4. Aadhar Card
- 5. Experience Certificate

| Name of Posts               | No. of Vacancies | Eligibility Criteria   | Fixed Remuneration per month (Rs.) |
|-----------------------------|------------------|--|------------------------------------|
| Resident Superintendent     | 01               | a. Any woman having a Masters in Law/Social Work/Sociology/ Social Science/Psychology with at least 5 years experience of working on women related domains in an Administrative set up wih Government or Non Government project/programme and preferably with at least 1 year experience of counselling either within or outside the same set up.<br>b. She should be preferably a resident of the local community so that local human resource and expertise is utilized for effective functioning of the centre. | Rs. 21,000/-                       |
| Office Assistant            | 01               | The services could be outsourced to any person who is a graduate with a minimum of 3 years experience in handling office documentation related job with proficiency in working on computers, at state or district level with government or Non-Government organization   | Rs. 17,000/-                       |
| Multi-Purpose Staff         | 01               | The multi-purpcse activity could be outsourced to any person who is literate with knowledge/experience of working in the relevant domain .   | Rs. 10,500/-                       |
| Cook                        | 01               | The activity could be outsourced to any person who is literate with knowledge/ experience of working in the relevant domain. High School pass or equivalent will be preferred .  | Rs. 10,500/-                       |
| Security Guard/ Night Guard | 01               | The services could be outsourced to any person having at least 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.  | Rs. 9,000/-                        |

The candidate must be a minimum of 21 years and a maximum of 40 years of age as on 01.01.2025.

The short listed candidates will be called for Written Exam/ Computer Skill test / Walk-in-Interview. through their respective Email id and working Phone nos. as mentioned in their application form. No separate call letter will be issued to any candidate and no TA/DA will be provided for attending the same

Incomplete applications will summarily be rejected at any stage of selection process.

Any matter which are not specially mentioned in this advertisement will be decided by the Selection Committee.

The Authority reserves the right to cancel/ postpone the advertisement without assigning any reason thereof.

Sd/- District Commissioner  
Barpeta