

JASODA ANATHA ASHRAM

At-Gambhariguda, Po-Khairpadar, Ps-Dharamgarh, Dist-Kalahandi (Odisha)

Phone No-8637271048, 9937262774/ E-mail Id- recruitmentcelljasoda@gmail.com

(CHILDREN'S HOME & SPECIALIZED ADOPTION AGENCY)

ADVERTISEMENT

RECRUITMENT FOR THE POSTS OF CHILDREN'S HOME & SPECIALIZED ADOPTION AGENCY

Applications are invited from the prospective candidates for different posts through the proforma application form to be made available in the organization website (<https://jasodhaashram.org>). The link for online application (<https://docs.google.com/forms/d/e/1FAIpQLScD0tuNZqQh9J2njvRwGLHIYCIMWb1ujdiHTprg-00sHjtMNg/viewform?usp=sharing>) and submission shall be available from **22.06.2023 to 11.07.2023** for recruitment of different posts of Children's Home & Specialized Adoption Agency, Managed by Jasoda Anatha Ashram, Gambhariguda, Dharamgrh, Kalahandi as per the Mission Vatsalya scheme and resolution vide No -10102-WCD-CW-MISC-0023-2020,Dated-15-09-2020 of Women & Child development Department, Govt. of Odisha. The posts are purely temporary, time bound and co- terminus with the scheme or depending on the satisfactory performance. The period of engagement will be initially for 1 year and may be extended further depending on the performance appraisal report of the candidates in every year. The details may be downloaded from the organization website mentioned above.

1. VACANCY POSITION -

Sl. No	Name of the Post with Remuneration	Project Name	No. of Post	Age limit	Eligibility /Qualification
1.	Paramedical Staff Rs.11,916/- Per Month	Children's Home	01(Male/ Female)	Lower age 21 Year and Upper age 45 Years as on dt. 01-01-2023	Compounder/Pharmacist/having Diploma in Ayurvedic Homeopathic/Unani from institutions recognized by Govt. of India
2.	Educator Rs.10,000/- Per Month.		01(Male/ Female)		Graduate in any discipline
3.	House Mother Rs.14,564/- Per Month		01(Female)		Graduate in any discipline. Preference will be given to Science Graduate.
4.	Art and Craft-cum-Music Teacher Rs.10,000/-Per Month.		01(Male/ Female)		Bachelor in Fine Art and Craft / Bachelor in Music from a recognized university or equivalent.
5.	PT Instructor-cum-Yoga Trainer Rs.10,000/-Per Month.		01(Male/ Female)		B.A B.P.Ed. from a recognized University.

6.	Cook Rs.9,930/-Per Month.		02(Male/ Female)		Under Matric (8 th to 10 th)
7.	Helper-cum-Night Watchman Rs.7,944/- Per Month.		01(Male)		Under Matric (8 th to 10 th)
8.	Social worker-cum-Early Childhood Educator Rs.18,536/- Per Month	Specialized Adoption Agency	01(Male/ Female)	Lower age 21 Year and Upper age 45 Years as on dt. 01-01-2023	Bachelor/Masters in Sociology, Social Work and Psychology with background in early childhood education with computer skill.
9.	Doctor (Part time) Rs.9,930/- Per Month.		01(Male/ Female)		Pediatrician with minimum 5 years experience
10.	Nurse Rs.11,916/-Per Month.		01(Male/ Female)		B. Sc (Nursing) with experience in Pediatrics preferable in case of no application from B.Sc Nursing then ANM candidate may be considered.
11.	Ayah Rs.7,944/- Per Month.		01(Female)		Under Matric (8 th to 10 th)

2. AGE LIMIT:-

The candidate must not be below **21(Twenty One) years** of age and not above **45 (Forty five) years** of age as on 1st January 2023 and there shall be no upper age relaxation.

Date of Birth entered in the high school certificate or equivalent certificate issued by the School/Board/Council will only be accepted by the selection Committee.

3. HOW TO APPLY –

- a) Candidates must go through the details of this advertisement available in the Organization website before filing of online application link
<https://docs.google.com/forms/d/e/1FAIpQLScD0tuNZqQh9J2njvRwGLHIYCIMWb1ujdiHTprg-00sHjtMNng/viewform?usp=sharing>
- b) Candidates must apply online through the organization website (<https://jasodhaashram.org>) and hardcopy should be sent by Regd. Post/Speed Post only to the following address. Application received through any other mode would not be accepted and summarily rejected.
- c) Before filing of the information, ensure that accurate information is fed and on confirmation there is no scope for further edit.
- d) The candidates are advised to submit the online application form well in advance without waiting for the closing date to avoid last hour rush.
- e) After submission of online application, the candidates are required to submit the prescribed application form along with all required documents and testimonials as per para- 4 of advertisement through Speed post, Registered post only addressed to the **SECRETARY, JASODA ANATHA ASHRAM, At-Gambhariguda, Po-Khairpadar, Ps-Dharamgarh, Dist-Kalahandi (Odisha) -766015 latest by 5.00PM on Dt.. 11.07.2023.**
- f) Separate applications in sealed cover is to be submitted against each post **super scribing "THE POST APPLIED FOR....." on the top of the envelop.**
- g) Any applications received after the due date shall be rejected. The authority reserves

the right to cancel the advertisement in response to a single post or all posts without assigning any reason thereof.

- h) Selection of candidates will be made on the basis of the procedures specified in the Resolution No.10102/WCD-CW-MISC-0023/2020. Dt-15.09.2020 issued by the Woman & Child Development Department, Govt. of Odisha, as decided by the Selection Committee constituted for the purpose.

4. CERTIFICATES / DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM:-

- a. Self attested Photocopy of HSC, +2, Graduation, Post graduation or any other professional qualification certificate and mark sheet.
- b. One recent self-attested colour photograph should be affixed to the application form.
- c. Certificate of experience issued from previous employer, as applicable for the post.
- d. No Objection Certificate from the employer.
- e. Self-declaration regarding non involvement in any criminal activities especially child related offences.
- f. For the post of Doctor (Part Time), the applicant shall submit no objection from the employer/Authority where he/she is currently working.

5. OTHER ELIGIBILITY CONDITIONS :-

- a. The candidate must be a citizen of India.
- b. He/She must be good character and of sound health and free from any organic defect and physical infirmity.
- c. He/She must be able to speak, read, and write odia fluently and must have passed an examination in odia language equivalent to that of middle school standard.
- d. He/She must not more than one spouse living.

6. GROUND OF REJECTION OF APPLICATION:-

Applications of candidates will be rejected by the selection committee on any of the following grounds -

- a) Any application received after due date and time will be summarily rejected.
- b) Un-super scribed application.
- c) Non submission of online application.
- d) Inappropriate format,
- e) Non submission of online application & incomplete application form.
- f) Non submission of self-attested photocopy documents / Certificate/along with the application.
- g) Not signing declaration (Full signature) in the application form.
- h) Not coming within the age limit as mentioned in para 2 of advertisement.
- i) Not having requisite qualification as provided under para – 1 of advertisement.
- j) Not submitted No Objection Certificate from the employer.
- k) Submission of wrong information/ false information about qualification/age etc.
- l) Any other ground as per the decision of the selection committee.

N:B – Application/candidature of a candidate shall be rejected at any stage of recruitment

process, when discrepancy is detected.

7. SELECTION PROCEDURE :-

- a) The selection of the candidates shall be made by the selection committee constituted as per the resolution vide No -10102-WCD-CW-MISC-0023-2020,Dated-15-09-2020 of Women & Child development Department, Govt. of Odisha.
- b) The recruitment shall be on the basis of career marking as per weight-age assigned below or the selection committee decides as think fit and proper.

Weight-age of Marks: -

SL.No.	Qualification	Weight age
1	Secondary	10
2	Higher Secondary	15
3	Graduation	25
4	Post- Graduation	30
5	Any other professional course / Training related to child rights and its protection or MPhil, PhD etc.	10
6	Work Experience related to CICL	10
	Total	100

- c) The merit list shall be drawn up on the basis of weighted percentage of marks obtained in all the 6 categories mentioned in the table above. In case more than one candidate has equal marks, the candidate with past experience of working in child rights will be given preference. The decision of the Selection Committee in this regard shall be final.
- d) The Selection Committee shall make and recommend the name of 5 candidates for each position in order of preference to the Governing Body/management of the institution for appointment against vacant positions. The candidates scoring the highest marks will be called for a verification of certificates prior to issue of appointment order. The panel list will be valid for 01 year from the date of finalization.
- e) The Governing body of the CH & SAA will be the authority to issue the engagement order to the staff.

8. OTHERS TERMS AND CONDITIONS :-

- All the posts are purely temporary, time bound and co-terminus with the duration of the scheme and performance based.
- No objection certificate from the employer is preferred if already in the service elsewhere.
- The undersigned reserves the right to cancel any or all the applications without assigning any reason thereof.
- The panel list of the candidates will be valid for one year from the date of finalization.

- The appointment will not confer any right/claim/entitlement for appointment on regular basis in future.
- The decision of the Governing body will be final and binding on all aspects.

CLOSING DATES

THE LINK FOR ONLINE APPLICATION AND SUBMISSION SHALL BE AVAILABLE IN THE GOOGLE FORM LINK(<https://docs.google.com/forms/d/e/1FAIpQLScD0tuNZqQh9J2njvRwGLHIYCIWb1ujdiHTprg-0OsHjtMNg/viewform?usp=sharing>) FROM 22/06/2023 to 11/07/2023 (11:59 PM) AND LAST DATE FOR RECEIVING HARD COPY OF THE APPLICATION ALONG WITH ALL DOCUMENTS IS 11/07/2023.

Sd/-
SECRETARY, Jasoda Anatha Ashram



JASODA ANATHA ASHRAM

**At-Gambhariguda, Po-Khairpadar, Ps-Dharamgarh,
Dist-Kalahandi (Odisha), Phone No-8637271048, 9937262774**

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(CHILDREN'S HOME & SPECIALIZED ADOPTION AGENCY)

ADVERTISEMENT

**RECRUITMENT FOR THE POSTS OF CHILDREN'S HOME &
SPECIALIZED ADOPTION AGENCY**

Applications are invited from the eligible candidates for different posts in **Children's Home & Specialized Adoption Agency** following the process of engagement as laid down in the Mission Vatsalya and the Resolution No.10102/WCD-CW-MISC-0023/2020, Dt-15.09.2020 issued by the Woman & Child Development Department Govt. of Odisha, Bhubaneswar. The posts are purely temporary, time bound and coterminous with the scheme or depending on the satisfactory performance whichever is earlier. The period of engagement will be initially for one year and may be extended further depending on the performance appraisal report every year.

Eligible candidates may submit their applications with all required documents and testimonial addressed to the **SECRETARY, JASODA ANATHA ASHRAM, At-Gambhariguda, Po-Khairpadar, Ps-Dharamgarh, Dist-Kalahandi (Odisha) -766015 latest by 5.00PM on Dt. 11.07.2023 through Speed Post/Registered Post only**. Separate applications in sealed cover is to be submitted against each post super scribing the post applied for on the top of the envelope. Application received after stipulated date or time or by hand or any other mode shall not be entertained and will be rejected. The authority reserves the rights to cancel the advertisement in response to a single post or all posts without assigning any reason thereof. Selection of candidates will be made on the basis of the procedures specified in the Resolution No.10102/WCD-CW-MISC-0023/2020, Dt. 15.09.2020 issued by the Woman & Child Development Department, Govt. of Odisha, Bhubaneswar Or as decided by the Selection Committee constituted for the purpose. Details of vacancies, eligibility criteria, selection procedure, remuneration & application form are available in the organization website (<https://jasodhaashram.org>).

Sd/-

**Secretary Jasoda Anatha Ashram,
Dharamgarh, Kalah**

APPLICATION FORM

PERSONAL DETAILS		
Application for the post of (separate applications for specific post)		Affix Recent self attested Color Photograph
Applicant's Name (In Block Letters)		

Address for Correspondence		Permanent Address			
Phone Number		Email ID			
Date of Birth (DD.MM.YYYY)		Sex	Male	Marital Status (Please Tick	Unmarried
			Female		Married
Caste					
Mother's Name		Father's Name			
Nationality					

Educational Details - Attach Photocopies of Certificates & Mark Sheets

Qualification	Name of the qualification Awarded	Duration		School/College/ University	Subject/ Specialization	%/ Grade / Division	Full time/ Part time/ Distance learning
		From	To				
Under Metric (only for the post of Helper)							
Secondary (Matriculation)							
Higher Secondary Education (+2)							
Graduation							
Post Graduation							
Others							

Employment Details (Previous) Attach self – Attested photocopies of Experience Certificate

Name of the Organization	Designation	Key responsibilities Handled	Period	
			From	To

Current Employment- Attach proof of current Employment

Name of the Organization	Designation	Responsibilities Handled	Working From	Monthly Remuneration

Computer Literacy

Package/Applications	Details of Exposure Proficiency

Language Proficiency

Language	Ability to Converse	Ability to read	Ability to write
English			
Hindi			
Odia			
Other (Specify)			

Referees two persons to whom you have reported professionally in the recent past whom we immediately approach for reference.

	Referee 1	Referee 2
Name		
Address		
Organization		
Designation		
Phone/Mobile		
e-mail ID		
Your professional Relationship with the Referee		

DECLARATION

I _____ son/daughter of _____
address _____ do hereby declare
that the foregoing information is correct, genuine and correct to the best of my knowledge and
belief and nothing has been concealed or distorted in it.

Further, I declare that, I have never been involved in any criminal activities especially in child
related offences and no police case has been lodged against me in the past. If anything found
contrary to above declaration, my candidature will be rejected and I will be liable for disciplinary
action.

Date:

Place:

Signature of the applicant

By Regd. Post/ Speed Post

“THE POST APPLIED FOR _____”

To,

**THE SECRETARY
JASODA ANATHA ASHRAM
AT- GAMBHARIGUDA,
PO-KHAIRPADAR,
PS- DHARAMGARH,
DIST- KALAHANDI (ODISHA),
PIN-766015**

From,
