

STATISTICS BUREAU
Government of India
Ministry of Women and Child Development
3rd Floor, Jeevan Deep Building, Parliament Street, New Delhi-110001

VACANCY NOTIFICATION (REVISED) FOR APPOINTMENT OF ONE COORDINATOR

Statistics Bureau in the Ministry of Women and Child Development requires the services of one qualified and experienced **Coordinator (Internship Scheme)** on contract basis for a period of one year, renewable from time to time based on performance. Terms of Reference, eligibility and remuneration for this position are as under:

The incumbent would be expected to perform following duties and tasks:

- i) To implement Internship Scheme of the Ministry and coordinate all activities of the Interns specified in the Scheme and any such related works as may be decided by the Ministry in larger interest of the Ministry and Interns.
- ii) Helping Stats Bureau in routine activities as may be assigned by the Bureau from time to time.

Qualification:

For the position of **Coordinator (Internship Scheme)**, following eligibility conditions are required:

- i) At least a Master degree in the field of Social Work, Sociology, Nutrition and Economics/ Statistics or in exceptional cases, other social sciences from reputed Institute/University.
- ii) Preference would be given to candidates having experience in social work/ social development fields or social research etc.
- iii) Retired government servant from any Central Ministries/Departments.
- iv) Proficiency in writing reports/ office notes.

Age limit:

28-35 years. Age of the retired government servant applying for this position would be determined as per rules.

Salary: Rs 50,000 per month consolidated.

HOW TO APPLY:

The eligible candidates **must send their application within 15 days from the date of this advertisement** in the prescribed format to Sh. Sudesh Kumar, Deputy Director, (sudesh.k@gov.in) Government of India, Ministry of Women and Child Development, 3rd Floor, Jeevan Deep Building, Parliament Street, New Delhi-110001(Tel:011-23361305/Mob.9868447887)

APPLICATION FOR THE POST OF COORDINATOR (INTERNSHIP SCHEME) IN THE MINISTRY OF WCD.

Affix a signed photograph

i) Name of candidate: _____ S/o/D/o/ W/o _____

ii) Date of Birth: _____

iii) Educational Qualifications (Matriculation onwards):

Year	Educational level	Subjects	Board/Institute/University	% marks

iv) Present position held, if any, and its job description:

v) Past experience in the last years: job description, position held, pay drawn with special reference to the eligibility criteria for the post:

vi) Details of enclosures (Photocopy only)

- 1)
- 2)
- 3)
- 5)
- 6)

A candidate may attach additional sheets of paper, if required.

Signature of applicant.....

Address (with mobile, e-mail ID)

Place :

Date :