

National Institute of Public Cooperation and Child Development
5, Siri, Institutional Area, Hauz Khas, New Delhi- 110016

Vacancy NOTIFICATION

Walk-in-Written Test/Computer Skill Test and Interview for Short Term Project Posts in the Institute purely on Contractual Basis

The Institute is going to conduct a Walk-in-Written Test/Computer Skill Test and Interview to prepare a panel for Short Term Project Posts in the Institute, to be filled up, purely on Contractual Basis.

S. No	Post	Educational Qualification	Experience and age limit	Remuneration (consolidated)	Date & time of Written Test, Computer Skill Test and Interview
1.	Young Professional/ Project Assistant	Candidates should possess Master's Degree in Social Work/Sociology/ Psychology/ Home Science Nutrition, Statistics Management & Child Development.	i) Preferably Two years experience of working in areas of Women & child related Programme. ii) Functional knowledge of Computer is essential. Maximum Age: 35 Years	Rs. 30,000-35,000 Per month. (Consolidated remuneration)	Written Test and Computer Skill Test 25 June 2019 (Tuesday) at 10.00 A.M. Interview for the eligible candidates who qualify the written examination and computer skill test on 28 June 2019 (Friday) at 10.00 A.M.
2.	Data Entry Operator	Candidates Possessing 10+2 (Intermediate) or equivalent certificate. Knowledge of use of Computers, Proficiency in typing on computer.	Preferable with experience. Maximum Age 30 Years	Rs. 20,000 -25,000 Per month (Consolidated remuneration)	Computer Skill Test on 29 June 2019 (Saturday) at 10.00 A.M.

NOTE

- i. Interested candidates who fulfill the above conditions may download the Application Form (available on the website: www.nipccd.nic.in under vacancies) and bring the same duly filled in on the date of Written examination, Computer Skill test and interview for the post indicated with two recent self-attested colour photograph, self attested copies of testimonial/ certificates, experience certificates etc.
- ii. All candidates are required to report in the Institute's premises on the above date and time for written test/computer skill test / interview on the above date. The candidates appearing in the written examination for the post of Project Assistant are requested to report at 9.00 A.M. as the exam will start at 10.00 A.M. No candidates will be allowed after 10.00A.M.
- iii. The candidates appearing for computer skill test for the post of Data Entry Operator may report at 9.00 A.M.
- iv. It is the responsibility of the candidates to ensure that they fulfill the eligibility conditions in term of i) Educational Qualifications
ii) Experience etc.

AAO(Pers.)

NATIONAL INSTITUTE OF PUBLIC COOPERATION & CHILD DEVELOPMENT
5-Siri Institutional Area, HauzKhas, New Delhi-110 016

Recent Passport
size Photograph

Application form for Project Posts on Contractual basis

1	NAME OF THE POST APPLIED FOR	:			
2.	Full Name (in Capital letters)	:			
3.	Father's Name	:			
4	Mother's Name	:			
5.	Husband's Name (In case of female married candidates)	:			
6.	Nationality	:			
7.	(a) Address for communication	:			
	(b) Permanent Address	:			
	(c) e-mail ID	:			
	(d) Mobile phone No.	:			
	(e) Telephone No.	:			
8.	Date of Birth (DD/MM/YYYY)	:			
9.	Age as on the date of last date of receipt of application	:			
10.	Details of Educational Qualifications	:			
Exam Passed	Institution/University	Subject studied	Duration of Study	Year of Passing	% of marks

11. Details of Professional / Technical Educational Qualifications
Additional Sheet may be added, if required.

Exam Passed	Institution/University	Subject studied	Duration of Study	Year of Passing	% of marks

12. Details of Experience (Candidates are advised to fill-up this column carefully and in terms of conditions stipulated in the Advertisement to avoid rejection).
Additional sheet may be added, if required.

Name of Organization	Post held	Pay Scale	Duration of Service		Nature of appointment whether regular/ adhoc/full time/part time	Remarks
			From	To		

13.	Any other relevant information which you would like to mention in support of your suitability for the post applied for:
14.	DECLARATION: (i) I hereby declare that I fulfill the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirement mentioned in the advertisement, my candidature / appointment is liable to be cancelled / terminated. (ii) I have enclosed the required attested copies of the certificates.

Place :

Date :

Signature of the Applicant

