



## Odisha State Child Protection Society (OSCPs)

Women and Child Development Department

Government of Odisha

Telephone No.:0674-2353122; FAX: 0674-2353122

Email:dir.oscps.od@nic.in



Odisha State Child Protection Society under Women & Child Development Department, Govt. of Odisha intends to engage professional staff on contractual basis for State and District level positions under Integrated Child Protection Scheme (ICPS) in the State of Odisha.

Applications are invited from eligible candidates in the prescribed application form for the following post initially for a period of one year. The posts are for State Child Protection Society (SCPS), State Adoption Resource Agency (SARA) and District Child Protection Units (DCPUs). The contract period may be extended or curtailed further by the OSCPS depending on the performance review.

Applicants must have the essential qualification along with adequate experience. The candidates should possess basic computer knowledge. Good working knowledge both in English & Odia will be essential.

Eligible candidates for the State Level and District Level Positions may send their applications complete in every respect by Registered Post/Speed Post/courier addressed to the Director, OSCPS, At- Mission Shakti Bhawan, Gandamunda, Bhubaneswar, Pin-751030. Separate application in sealed cover has to be submitted for each post quoting the position applied on the top of the envelope. All eligible applicants will be invited for the written test and on the basis of written test shortlisted applicants will be called to the viva-voce test.

Submission of application in person will not be entertained. The last date for submission of application is by 5.00 pm on 21.01.2017. Any application received after the due date and time will be summarily rejected.

Details of dedicated professional staff to be engaged as follows:

A. Positions in the District Child Protection Unit (DCPU)						
Sl. No.	Name of the Post	Post to be filled up				Total
		ST	SC	SEBC	UR	
1	District Child Protection Officer (DCPO)	4	0	0	0	4
2	Protection Officer (Institutional Care) (POIC)	7	0	0	0	7
3	Protection Officer (Non-Institutional Care) (PONIC)	7	3	0	1	11
4	Legal-cum-Probation Officer (LPO)	7	0	0	0	7
5	Counsellor	6	3	0	4	13
6	Social Worker(SW)	14	0	0	0	14
7	Out Reach Worker (ORW)	14	8	0	19	41
<b>Total</b>						<b>97</b>

B. Positions in the State Level Structures (OSCPs & SARA)		
Sl. No.	Name of the Post	Total
1	Programme Manager (Child Protection)	1
2	Programme Manager (Adoption, Foster Care & Sponsorship)	1
3	Programme Officer, Training	1
4	Accounts Officer	1
5	Asst.-cum-Data Entry Operator (ADEO)	1
		<b>5</b>

Application Format, essential qualification, experience, remunerations etc. for the positions are available in the website <http://www.wcdodisha.gov.in> and <http://www.oscps.nic.in>. The authority reserves all rights to accept or reject applications for the above positions.

The final select list will be prepared taking into consideration the results in written, viva-voce test and experience.

All the posts are purely temporary, time bound and co-terminus with the duration of the scheme and performance based. Date of examination shall be notified later on.

No TA/DA will be provided for appearing at the written test or viva-voce test.

Sd/-  
Director, OSCPS  
W & CD Department

**Details of District Level Posts for District Child Protection Unit (DCPU)**


Sl. No.	Name of the Post	No. of Vacancy	Name of the District	Qualification	Experience	Salary	Age as on 01.01.2016
1	District Child Protection Officer (DCPO)	4	Balangir, Balasore, Bargarh, Bhadrak	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University with basic knowledge in computer	Minimum 08 years experience [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	33,250/-	21-35 with relaxation as admissible
2	Protection Officer (Institutional Care)	7	Balangir, Balasore, Bargarh, Cuttack, Deogarh, Koraput, Nuapada,	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University with basic knowledge in computer	05 years experience [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	21,000/-	21-35 with relaxation as admissible
3	Protection Officer (Non-Institutional Care)	11	Bargarh, Boudh, Gajapati, Jharsuguda, Kandhamal, Koraput, Malkangiri, Nawarangpur, Nuapada, Subarnapur, Sundargarh	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University with basic knowledge in computer	05 years experience [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	21,000/-	21-35 with relaxation as admissible
4	Legal-cum-Probation Officer	7	Bhadrak, Deogarh, Ganjam, Jhasuguda, Kalahandi, Kandhamal, Sundargarh	Graduate in LAW with basic knowledge in computer	05 years experience in child rights and protection issues [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	21,000/-	21-35 with relaxation as admissible
5	Counsellor	13	Balangir, Cuttack, Deogarh, Dhenkanal, Ganjam, Jharsuguda, Kandhamal, keonjhar, Malkangiri, Nawarangpur, Nayagarh, Nuapada, Sambalpur,	Masters Degree/ Post Graduation degree in Psychology (Clinical and Counselling Psychology/ Child Psychology/any other specialisation related to child psychology ) or Sociology or Social Work or Human Development only from recognized University with basic knowledge in computer	03years experience of counselling women/children who are in need of care and protection. [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	14,000/-	21-35 with relaxation as admissible
6	Social Worker	14	Angul(1), Deogarh(1), Kandhamal(2), Keonjhar(1), Malkangiri(2), Mayurbhanj(1), Nawarangpur(1), Nuapada(1), Rayagada(1), Sambalpur(1), Subarnapur(1), Sundargarh(1)	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development with basic knowledge in computer	03years experience of counselling women/children who are in need of care and protection. [for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	14,000/-	21-35 with relaxation as admissible
7	Out Reach Worker	41	Angul(2), Balangir(1), Balasore(1), Bargarh(1), Bhadra(1), Boudh(2), Cuttack(2), Deogarh(1), Dhenkanal(2), Gajapati(2), Jagatsinghpur(1), Jharsuguda(1),	Bachelors Degree in Psychology or Social Work or Sociology or Human Development	02 years experience [for minimum period of experience 7% and for each additional year of experience 1% shall be awarded subject to a maximum of 10 %]	8,000/-	21-35 with relaxation as admissible

			Kalahandi(1), Kandhmal(1), Keonjhar(1), Khurdha(2), Koraput(2), Malkangiri(2), Mayurbhanj(2), Nawarangpur(2), Nayagarh(2), Nuapada(1), Rayagada(2), Sambalpur(2), Subarnapur(2), Sundargarh(2)				
--	--	--	---	--	--	--	--

### Details of State Level Posts of OSCPS and SARA

Sl No.	Name of the Post	No. of Vacancy	Qualification	Experience	Salary (in Rs.)	Age as on 01.01.2016
1	Programme Manager (Child Protection)	1	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University. Should have demonstrable strong analytical skills and written and oral communication skills (Odia and English both written and spoken is desirable ) and basic knowledge in computer preferably using MS-Office package with special achievements or contributions in the earlier tenure	08 years experience in women and Child Protection related issues and should have a good understanding of child rights and protection issues [ for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	35,000/-	21-35 with relaxation as admissible
2	Programme Manager (Adoption, Foster Care and Sponsorship)	1	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University. Should have demonstrable strong analytical skills and written and oral communication skills (Odia and English both written and spoken is desirable ) and basic knowledge in computer preferably using MS-Office package with special achievements or contributions in the earlier tenure	08 years experience in women and Child Protection related issues and should have a good understanding of child rights and protection issues [ for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	35,000/-	21-35 with relaxation as admissible
3	Programme Officer (Training)	1	Masters Degree/ Post Graduation degree in Psychology or Sociology or Social Work or Human Development only from recognized University. Should have demonstrable strong analytical skills and written and oral communication skills (Odia and English both written and spoken is desirable ) and basic knowledge in computer preferably using MS-Office package with special achievements or contributions in the earlier tenure	6 years experience in programme coordination /management level designing and facilitating training to NGOs/Officials. [ for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	26,250/-	21-35 with relaxation as admissible
4	Accounts Officer	1	Post-Graduation in commerce from recognized University with written and oral communication skills (Odia and English) and basic knowledge in computer	5 years experience in accounting and book keeping , preparation of annual account, scrutinizing financial templates and knowledge of GFRs. [ for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15 %]	17,500/-	21-35 with relaxation as admissible
5	Assistant-cum-DEO	1	Graduation from recognized University with basic knowledge in computer preferably using MS-Office package and Internet. Knowledge of Odia and English both written and spoken is essential.	2 years experience with PGDCA certificate from recognized university or institute. [ for minimum period of experience 7% and for each additional year of experience 1% shall be awarded subject to a maximum of 10 %]	10,000/-	21-35 with relaxation as admissible

**APPLICATION FORM**

	<b>PERSONAL DETAILS</b>		Affix Photographs
Application for the Post of (Separate applications for Specific Post)			
Applicant's Name ( In Block Letters)			

Address for Correspondence		Permanent Address	

Phone/ Mobile Number		E-Mail ID			
Date of Birth (DD-MM-YY)		Sex (Tick)	<input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status ( Please tick)	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married
Mother's Name		Father's Name			

**Educational Details-Attach Photocopies of Certificates & Mark Sheets**

Qualification	Name of Qualification Awarded	Duration		College/ University	Subjects/ Specialisation	%/ Grade/ Division	Full time/Part Time/Distant Learning
		From	To				
Secondary/ Matriculation							
Higher Secondary (10+2)							
Graduation							
Post Graduation							
Others							

Employment Details (Previous)—Attach Self-Attested photocopies of Experience Certificates

Name of Organization	Designation	Key Responsibilities Handled	Period	
			From	To

Current Employment—Attach Proof of Current Employment

Name of Organisation	Designation	Responsibilities Handled	Working From	Monthly Remuneration

Computer Literacy

Package/Application	Details of Exposure/Proficiency

Language Proficiency			
Language	Ability to Converse	Ability to Read	Ability to Write
English			
Hindi			
Odia			
Others (Specify)			

Referees: Two persons to whom you have reported professionally in the recent past whom we can immediately approach for a reference

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

**Declaration:**

I hereby declare that the foregoing information is correct, genuine and complete to the best of my knowledge and belief and nothing has been concealed or distorted.

Place:

Date:

Signature of the Applicant

## **Terms and Conditions**

- The positions are purely temporary, time bound and co-terminus with the scheme or earlier depending on the performance.
- The appointment will be terminated either with the termination of the scheme or even before at the discretion of the competent authority.
- The W & CD Deptt. will have no liability, whatsoever, for the persons recruited under the scheme.
- The competent authority reserves the right to fill up or not fill up the posts as notified in this advertisement.
- No objection certificate from the employer is preferred if already in the service elsewhere.
- No TA/DA will be paid to attend the interview.
- Canvassing/political pressure in any form will render the candidate disqualification for the position.
- The decision of the Chairperson, OSCPS will be final and binding on all aspects.
- Merely conformity to the job requirement will not entitle a candidate to be called for interview/considered for appointment. Management reserves the right to reject the application without assigning any reason and to raise the standard of specifications to restrict the number of candidates to be called for interview. The recruitment process can be cancelled/suspended/terminated without assigning any reasons.
- In order to regulate the number of candidates to be called for interview, if so required, OSCPS/W & CD Deptt. reserved the right to raise the minimum eligibility criteria/standards.
- The panel list of the candidates will be valid for one year from the date of issue of the appointment letter.