

**OFFICE OF THE
DEPUTY COMMISSIONER,
SOUTH ANDAMAN**

VACANCY NOTICE

Applications are invited for filling up of various posts on contract basis in the Integrated Rehabilitation Centre (IRCA), South Andaman for a period of 07 months. The details of posts are as under:

Sl. No.	Name of the Post	Educational Qualification	No. of Post	Consolidated Pay per month	Age limit
1	Project Coordinator Cum-Vocational Counsellor	Graduate with experience of managing such centres for a minimum period of 3 years or demonstrable capability for running such centres and having working knowledge of computers.	01	Rs. 18000/-	Not below 24 years
2	Accountant cum clerk	Graduate with knowledge of accounts and working knowledge of computers.	01	Rs. 10000/-	Not above 21 years
3	Cook	Essential: Matriculation/ X th Std. passed from a recognized Board/ institute. Desirable: 02 years experience in the field of cooking from a reputed Hotel/ Restaurant	01	Rs. 8000/-	Not below 18 years
4	Chowkidar	Essential: Matriculation/ X th Std. passed from a recognized Board/ Institute) Desirable: 02 years experience in watch and Ward duty from a registered Security Agency/ Home Guard.	02	RS. 8000/-	Not below 18 years
5	House Keeping Staff	Matriculation/ X th Std. Passed from recognized Board/ Institute)	01	Rs. 8000/-	Not below 18 years
6	Doctor (Full time)	Doctors should essentially be qualified as MBBS and also a training certificate in Addiction Medicine from recognized institute.	01	Rs. 55000/-	Not below 24 years
7	Counsellor / Social Worker/ Psychologist	Graduate in any discipline with three years' experience in the field. He/ She must hold a certificate of three months training course in de-addiction counselling by NISD and should have knowledge of English as well as one regional language.	02	Rs. 12500/-	Not below 24 years
8	Yoga Instructor (part Time)	Diploma in Yoga from a recognized University/ Institute of repute	01	Rs. 5000/-	Not below 21 years
9	Auxiliary Nurse Midwife	Nurse should be qualified as Auxiliary Nurse Midwife (ANM) and trained by a recognized government medical institution.	02	Rs. 12000/-	Not below 21 years
10	Ward Boy	X th Std. (Secondary School Examination) from recognized Board/ Institute Desirable: 02 years experience from a recognized/ registered Medical institution	02	Rs. 11000/-	Not below 18 years
11	Peer Educator	Should be literate; De-addicted with 1-2 years of sobriety, Willing to work among drug using population as well as is possessing qualities like empathy, communication skills.	01	Rs. 9000/-	Not above 18 years

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		Willing to get trained; Agrees to refrain from using, buying, or selling drugs; Ready to work for the prevention of harmful drug use and relapse			
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Last date of receipt of application:

17.11.2020 by 4:00 PM (Application received beyond the date & time shall not be accepted).

ALL THE APPLICANTS ARE ADVISED TO SUBMIT THEIR APPLICATION FORM IN SEPARATE FOR THE EACH POST

Documents to be enclosed with the application:

Self attested photocopies of Mark Sheets, Certificates in support of Educational Qualifications & other certificates, e.g. Degree, Post-graduation, Diploma, Professional Qualifications etc. (as the case may be), Birth certificate.

Experience certificate(s) specifying NATURE & PERIOD of experience should be enclosed. No order copies are considered as experience.

Application should be sent in a cover superscripted "APPLICATION FOR THE POST OF" and should be addressed to The Deputy Commissioner's Office, South Andaman, (Room No. 40), Port Blair - 744101, Telephone: 03192243446.

GENERAL INFORMATION:

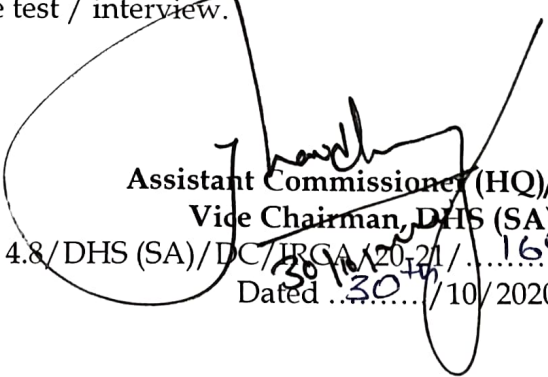
- i) The appointment will be made purely on contract basis and on consolidated pay.

IN CASE IF IT IS DETECTED AT ANY STAGE OF SELECTION THAT A CANDIDATE DOES NOT FULFIL THE ELIGIBILITY NORMS AND/OR THAT HE/SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORT COMINGS IS/ARE DETECTED EVEN AFTER SELECTION, HIS/HER SERVICES ARE LIABLE TO BE TERMINATED WITHOUT ASSIGNING ANY REASON THEREOF.

- ii) Interested candidates fulfilling the eligibility are requested to apply in the prescribed format in A4 size paper.
- iii) While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other norms and that the particulars furnished by him/ her are correct in all respects and suppression of information would lead to disqualification at any stage.
- iv) Interested candidates shall be ready to work in remote / hard areas as and when directed and also may have to travel to remote/hard areas as required.
- v) Incomplete/ defective applications, applications without requisite certificates and photograph of the candidates shall be summarily rejected.
- vi) The engagement will be as per the guidelines of respective NHM programme under District Health Society (SA) on Contract basis. You are liable to serve anywhere in the South Andaman District. Any extension or renewal appointment beyond this duration, if any, will be subject to a review of performance and contribution towards work and an agreement on terms that must be mutually agreed upon. However this would not be construed in any manner a promise for the regular appointment under District Health Society (SA), A&N Islands.

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- vii) No individual call letters will be issued for appearing in the interview. However, after verification of the applications, a list of eligible candidates will be displayed in the notice board of **The District Health Society (SA), Room No. 40, Deputy Commissioner's Office, South Andaman, Port Blair** after verification and also in the website of A & N Administration i.e. www.andaman.gov.in
- viii) No TA/DA shall be payable for appearing in the trade test / interview.

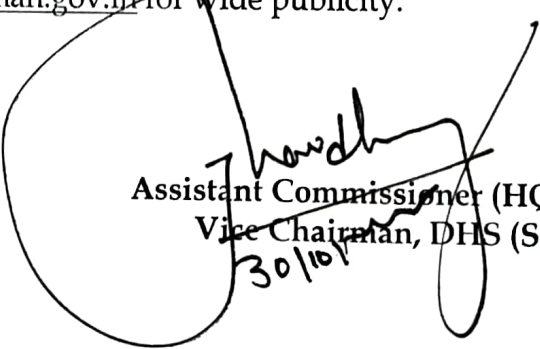

Assistant Commissioner (HQ)/
Vice Chairman, DHS (SA)

F. No. 4.8/DHS (SA)/DC/IRGA/2021/.....164

Dated ..30.../10/2020

To,

1. The Chief Editor, Daily Telegram, Port Blair with request to publish in the Daily Telegram for wide publicity.
2. The News Editor, Doordarshan Kendra Port Blair for Broadcasting of the same.
3. The News Editor, All India Radio, Port Blair for Broadcast of the same.
4. The Officer In charge, IP Divisions, Directorate of IP & T for publication of the same.
5. In Charge, SOVTECH, Dollygunj with the request to upload the vacancy Notice in the advertisement section of website www.andaman.gov.in for wide publicity.


Assistant Commissioner (HQ)/
Vice Chairman, DHS (SA)

30/10/20

APPLICATION FORM

Post Applied for:		Self Attested Photograph
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1. Name of the Applicant:
2. Father's Name:
3. Date of Birth:
4. Sex:
5. Present Contact Address with Telephone No.:
6. Permanent Contact Address with Telephone No.:
7. Languages spoken/ written:
8. Education: High school onwards, please list all your qualifications

Sl. No	Education & Professional Qualification	Institute / Board	Marks obtained Uni./Board	Max. Marks	Max Marks criteria	Self marking as per criteria	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

For Project Coordinator cum Vocational Counsellor

1.	Graduation				35		
2.	Computer Diploma				20		
3.	Experience (3 years mandatory)				20		
4.	Interview				25		
Total					100		

For Accountant cum Clerk

1.	Graduate with knowledge of Accounts (B. Com)				35		
2.	Computer Diploma				20		
3.	Experience				20		
4.	Interview				25		
Total					100		

For Cook

1.	Matriculation/ X th Std.				55		
2.	Experience				20		
3.	Interview				25		
Total					100		

For Chowkidar

1	Matriculation/ X th Std.				55		
2	Experience				20		
3	Interview				25		
Total					100		

For Housekeeping staff

1	Matriculation/ X th Std.				55		
2	Experience				20		
3	Interview				25		
Total					100		

For Doctor

1	MBBS				40		
2	Certificate in addiction medicine				15		
3	Experience				20		
4	Interview				25		
Total					100		

For Social Worker/Psychologist

1	Graduation				35		
2	Certificate course in de-addiction (3 months)				20		
3	Experience				20		
4	Interview				25		
Total					100		

For Yoga Instructor (part time)

1	Diploma in yoga				55		
2	Experience				20		
3	Interview				25		
Total					100		

For Auxiliary Nurse Midwife

1	ANM Course				55		
2	Experience				20		
3	Interview				25		
					100		

For Ward Boy

1	X th Std				55		
2	Experience				20		
3	Interview				25		
					100		

For Peer Educator

1	Literate (12 th Pass)				35		
2	De-addicted with 1-2 year sobriety (Full marks)				20		
3	Experience				20		
4	Interview				25		
					100		

Method of marking for academic & professional qualification

$$\left\{ \frac{\text{Column No. 4} \times \text{Column No. 6}}{\text{Column No. 5}} \right\}$$

Method of marking for experience (more than 100 months experience restricted upto 20 marks only)

$$\left\{ \frac{\text{No. of months} \times \text{Column No. 6}}{100} \right\}$$

I AM WILLING TO AND MY HEALTH AND FAMILY CIRCUMSTANCES PERMIT ME TO SERVE AT ANY PLACE IN THE SOUTH ANDAMAN DISTRICT. THE INFORMATION GIVEN BY ME IS TRUE AND I AM SOLELY RESPONSIBLE FOR ITS ACCURACY. I AM AWARE THAT IT IS AN OFFENCE TO FURNISH ANY FALSE INFORMATION OR TO SUPPRESS ANY MATERIAL INFORMATION HEREIN FOR WHICH CRIMINAL PROCEEDINGS MAY BE LAUNCHED AGAINST ME, IF NECESSARY, BESIDES CANCELLATION OF MY CANDIDATURE/ APPOINTMENT.

DATE: PLACE :

Full Signature of the Applicant