



**GOVERNMENT OF JAMMU AND KASHMIR**  
**OFFICE OF THE STATE PROJECT DIRECTOR, POSHAN Abhiyaan, J&K**  
**Sheikh Hamza Complex, Sheedgunj Srinagar / Haj House 3<sup>rd</sup> Floor Rail Head, Jammu.**

**Advertisement No: 03 of 2018**

**Dated: 20. 12. 2018**

Applications on prescribed format are invited from eligible candidates of J&K State, for following posts on contractual basis for centrally sponsored scheme *POSHAN Abhiyaan* as per below given qualifications and eligibility.

S. No.	Position	No. of Posts	Level	Consolidated Remuneration	Essential Qualification and Experience	Desirable	Scope of Work
01.	Block Coordinator	141	Block	Rs. 20,000/- per month. Annual increase @3% of remuneration may be granted, subject to Performance.	<b>Graduate.</b> <ul style="list-style-type: none"> <li>At least 2 years experience of working with technology and software application support</li> <li>Good oral and written communication in local language</li> <li>Mandatorily local candidates will be engaged.</li> </ul>	<ul style="list-style-type: none"> <li>Formal training on IT/ computer</li> <li>Worked with front line workers in any Social Development Program of Government</li> <li>Proven ability to successfully handle multiple tasks within a team environment</li> <li>Attention to detail and problem solving skills</li> </ul>	<ol style="list-style-type: none"> <li>Supporting training of AWWs and Supervisors in Information and Communication Technology enabled Real Time Monitoring (ICT-RTM).</li> <li>Monitoring usage of ICT-RTM by AWWs by using CAS Reports and follow-up on low usage.</li> <li>Providing in-person and over-phone troubleshooting support to users facing hardware or software problems with mobiles, tablets and basic issues with CAS application.</li> <li>Logging issues in the Issue Tracker application, which is part of CAS.</li> <li>Training reinforcement to AWWs identified as low performers using CAS Reports.</li> <li>Providing performance feedback to AWWs.</li> <li>Submitting phones to Original Equipment Manufacturer (OEM) for hardware replacement and repair.</li> <li>Escalation of issues to Block/District Coordinator via the Issue Tracker application. Criteria for escalation will be defined in CAS Guidelines.</li> </ol>

							9. Supporting Block level ICDS officials on usage of CAS system. 10. Any other task as indicated by CDPO.
02.	Block Project Assistant	141	Block	Rs. 15,000/- per month. Annual increase @ 3% of remuneration may be granted, subject to performance.	<b>Graduate.</b> <ul style="list-style-type: none"> <li>At least 1 year experience of working with Community/Local Government</li> <li>Good oral and written communication in local language</li> <li>Mandatorily local candidates will be engaged.</li> </ul>	<ul style="list-style-type: none"> <li>Worked with front line workers in any Social Development Program of Government</li> <li>Proven ability to successfully handle multiple tasks within a team environment</li> <li>Attention to detail and problem solving skills</li> </ul>	1. Supervising overall implementation of the Mission activities in the block. 2. Organization/facilitation of the trainings of the ICDS Supervisors and AWWs in coordination with the District Team. 3. Making regular supportive supervision visits to AWCs, provide on-site support to AWWs and monitor implementation. 4. Preparing monthly progress/monitoring reports in the prescribed format and submit the same to the District Coordinator; etc. 5. Any other task as indicated by CDPO.

**Note:** Applications forms, can be downloaded from our website [www.jkicds.com](http://www.jkicds.com)

#### **Eligibility & Terms and Conditions:**

- The applicant should be a permanent resident of the state.
- Should have the requisite qualification (degree/diploma obtained from recognized institution) for which he/she have applied.
- Should have a good moral character.
- Should have good health & physique
- Should not be below 18 years as on 01-01-2018
- Incomplete application shall be rejected without assigning any reason thereof.
- Application form received after cutoff date shall not be entertained in any case
- In case the number of applicants is large candidates shall be shortlisted for interview on the basis of an objective type written test.
- Terms of the contractual appointment shall be for a period of one year which may be extendable upto the life of the scheme to performance of candidate and approval of budget for such frame work by Ministry of Women Child & Development Government of India.
- Candidates shall have to fill separate forms for each post.
- The candidate upon their selection against a particular post shall have to execute an agreement on prescribed affidavit duly executed/ sworn before Judicial Magistrate to the effect that he/she shall have no claim/any right for permanent absorption/ regularization in the State Govt. at any latter stage
- Documents to be attested with application form
  - Self attested photocopies of all academic/ technical qualification

- b. Certificate of required experience
  - c. Certificate of proof of Residence for State.
  - d. Certificate of proof of Residence of concerned Block for Block level posts.
13. Applications duly complete in all respects on the prescribed format should be submitted in the office of **Child Development Project Officer, ICDS Project of the Concerned Project (for Block Level Posts).**

Last date for receipt of Application forms **10-01-2019 till 4: 30 PM.**

For any enquiry and clarification contact:

0191-2479030	State Project Director, <i>POSHAN Abhiyaan</i> J&K, Jammu
0194- 2450083	Deputy Director ICDS Kashmir
0191-2479880	Deputy Director ICDS Jammu

**Sd/-**  
**State Project Director**  
**POSHAN Abhiyaan, J&K.**

Dated: 20 -12-2018

No: SPD/PA/09/2018/03

Phone: 0194--2473663 (Sgr)  
Phone: 0191- 2479030 (Jmu)  
Website: [www.jkids.com](http://www.jkids.com)



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OFFICE OF THE STATE PROJECT DIRECTOR, *POSHAN Abhiyaan*, J&K  
Sheikh Hamza Complex, Sheedgunj Srinagar / Haj House 3<sup>rd</sup> Floor Rail Head, Jammu.

Application for the post of \_\_\_\_\_ Level (State/ District/ Block)

Advertisement Notice No. : \_\_\_\_\_ Dated: \_\_\_\_\_

**Write in capital letters in blue / black ball point pen. Please tick ( ) to mark in boxes to indicate your facts.**

Paste recent  
passport size  
duly attested  
photo

1. Post applied for \_\_\_\_\_
2. Name of the applicant (in capital letters) \_\_\_\_\_
3. Father/Mothers/Spouse name: \_\_\_\_\_
4. Sex: Male ☐ Female ☐
5. Permanent Residential Address: \_\_\_\_\_
6. Present / Mailing Address: \_\_\_\_\_
7. Contact/ Mobile Number: \_\_\_\_\_ Email: \_\_\_\_\_
8. Date of Birth (as per Matriculation Certificate) \_\_\_\_\_ (not less than 18 yrs of age)
9. Age as on 01.01.2018: \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days
10. (a) Educational Qualification (matriculate onwards)

Exam	Year	Board/institution	Total marks	Marks obtained	Percentage (%) of marks	Remarks

(b) Experience

Post held	Organization/ Govt/PSU	Period From to	Nature of duty

11. Brief description of the experience/ knowledge in the relevant field.

12. Documents attached

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

**Signature of the Applicant**

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**DECLARATION:**

I \_\_\_\_\_ S/O,D/O,W/O \_\_\_\_\_

R/O \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_

do hereby solemnly affirm and declare that the entries made herein above in the application form are true and correct to the best of my knowledge and belief and nothing has been concealed therein. I undertake that if any misrepresentation of facts or concealment of any information in the above application is found at any stage, my candidature / selection shall be liable to be cancelled without given notice to me.

I, further declare that I have carefully read the description of the post, qualification, method of selection and other terms and conditions and have no objection/ reservations in this regard.

**Signature of the Applicant**