

**Amended Qualifications and Experience including age criteria for recruitment of  
various posts under DCPS, Rohtak  
Last Date to Apply – 13-03-2012 upto 05-00pm**

Cat. No	1.	<b>District Child Protection Office(DCPO)</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b> <ol style="list-style-type: none"> <li>1. Master in Psychology/master in social work /master in child Development from any recognized University.</li> <li>2. Minimum 60% marks at Masters Level and having consistent good academic record.</li> <li>3. Knowledge of Hindi upto Matric.</li> <li>4. Working knowledge of Computer.</li> </ol> </li> <li>• <b>Desirable:</b> <ul style="list-style-type: none"> <li>• Preference will be given to experience in child protection issues.</li> <li>• Age 21-35 years</li> <li>• Monthly remuneration—Rs. 19000/-</li> </ul> </li> </ul>
Cat No.	2.	<b>Protection Officer (Institutional Care)</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b> <ol style="list-style-type: none"> <li>1. Master in Psychology/master in social work/master in child Development from any recognized University from any recognized University.</li> <li>2. Minimum 55% marks at Masters Level and having consistent good academic record.</li> <li>3. Knowledge of Hindi upto Matric.</li> <li>4. Working knowledge of Computer.</li> </ol> </li> <li>• <b>Desirable:</b> <ul style="list-style-type: none"> <li>• Preference will be given to experience in child Institutional Care.</li> <li>• Age 21-35 years</li> <li>• Monthly remuneration—Rs. 12000/-</li> </ul> </li> </ul>
Cat No	4.	<b>Legal cum Probation Officer</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b> <ol style="list-style-type: none"> <li>1. Graduate in Law from any recognized university with minimum 55% marks and having consistent good academic record.</li> <li>2. Knowledge of Hindi upto Metric.</li> <li>3. Working knowledge of Computer.</li> </ol> </li> <li>• <b>Desirable:</b> <ul style="list-style-type: none"> <li>• Preference will be given to experience in handling legal matters.</li> <li>• Age 25-45 years.</li> <li>• Monthly remuneration—Rs. 12000/-</li> </ul> </li> </ul>

Cat No	5	<b>Counselor</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b></li> <li>1. Master in Psychology/ Master in child development /Guidance and Counseling from any recognized University with minimum 55% mark and having consistent good academic record.</li> <li>2. Knowledge of Hindi upto Matric.</li> <li>3. Working knowledge of Computer.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• <b>Preference will be given to experience in handling legal matters.</b></li> <li>• <b>Age 25-45 years.</b></li> <li>• <b>Monthly remuneration—Rs. 8000/-</b></li> </ul>
Cat No.	6	<b>Social Worker (1 Reserved for women only)</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b></li> <li>1. Master in Psychology/Social work (MSW) /Sociology from any recognized university with minimum 55% marks and having consistent good academic record.</li> <li>2. Knowledge of Hindi upto Matric.</li> <li>3. Working knowledge of computer.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• <b>Preference will be given to experience in child Protection issues</b></li> <li>• <b>Age : 21-35 years</b></li> <li>• <b>Monthly remuneration—Rs. 8000/-</b></li> </ul>
Cat No.	7	<b>Accountant</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b></li> <li>1. Bachelor Degree in Commerce (B.Com) from any recognized university with minimum 55% marks and having consistent good academic record.</li> <li>2. Ability to work on MS-Office (Word, Excel, Power Point &amp; Internet) with ease.</li> <li>3. Knowledge of Hindi up to matric..</li> </ul> <p><b>Desirable:-</b></p> <ul style="list-style-type: none"> <li>• <b>Preference will be given to experience in maintaining accounts, related book keeping, acquainted with tally.</b></li> <li>• <b>Age : 21-35 years.</b></li> <li>• <b>Monthly remuneration—Rs.8000/-</b></li> </ul>
Cat No.	9	<b>Assistant cum Data Entry Operator</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b></li> <li>1. Graduate from any recognized university with minimum 55% marks and having consistent good academic record.</li> <li>2. Knowledge of Hindi upto Matric.</li> <li>3. Ability to work on MS Office (Word, Excel, Power Point, Internet) with good typing speed.</li> </ul> <p><b>Desirable:-</b></p> <ul style="list-style-type: none"> <li>• Preference will be given to experience in computerized data entry.</li> <li>• Age : 21-40 years.</li> <li>• <b>Monthly remuneration—Rs. 5000/-</b></li> </ul>

Cat No.	10	<b>Outreach Workers</b>	<ul style="list-style-type: none"> <li>• <b>Essential Qualifications</b></li> <li>1. Graduate from any recognized university with minimum 55% marks and having consistent good academic record.</li> <li>2. Knowledge of Hindi upto Matric.</li> <li>3. Working Knowledge of Computer.</li> <li>• <b>Desirable:-</b></li> <li>• Preference will be given to experience of working in NRHM, ICDS, Rural Development Projects.</li> <li>• Age : 21-40 years.</li> <li>• <b>Monthly remuneration—Rs. 4000/-</b></li> </ul>
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Note -1: Candidates who applied earlier may apply again.

Note -2: All the above posts are on contractual basis for three years.

Note -3: The prescribed essential qualification does not entitle candidate to be called for interview. The District Child Protection Society (DCPS) may short list the candidates for interview on the basis of a rationale criterion to be adopted by the society. The decision of the DCPS in all matters relating to acceptance or rejection of an application, eligibility/ suitability of the candidates and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

Note 3: A candidate can submit only one application for particular category of post. He/She may submit different application for different post. Application form complete in all respects duly filled in by the candidates and signed in the specified space should be sent only(through Registered Post to the Programme Officer-cum-District Child Protection officer, District ICDS Cell, Rohtak) All the column of the application form should be filled in.

Note -4: Candidates applying for a post must ensure that they fulfill all the eligibility conditions on the last date of application. If on verification at any time before or after the interview or appointment, it is found that they do not fulfill any of the eligibility condition or it is found that the information furnished is false or incorrect their candidature will be cancelled. The experience will be considered only after acquiring the essential qualification.

Note 5: Documents to be attached with the application form include ;(i) One copy of latest stamp size photograph duly attested should be pasted on the application form. (ii) Attested photocopy of essential qualifications and experience.

Note 6: An application form will be summarily rejected if (i) A candidate makes more than one application for a particular category/post. (ii) The application is unsigned/ incomplete. (iii) The application is received in the Society office after the closing date, society will not be responsible for any postal delay. (iv) A candidate does not possess the requisite academic qualification or experience on the cut off date.

Note7: TA/DA shall be paid as per entitlement of class ivth employees. For Cat. No.10

Distt. Child Protection Officer  
Programmer Officer, Distt. Level ICDS Cell,  
Mahila Asharm Road,Gandhi Camp,Rohtak

**BY REGISTERED POST ONLY**

**APPLICATION PERFORMA**

**Post Applied for.....**

**(1) PERSONAL INFORMATION:**



