

Application Form

Job Code: _____

Position Applied For: _____

[1] PERSONAL INFORMATION:

Name _____

Residential Address: _____

Phone Number: _____ Mobile Number: _____

Email id: _____

Sex: Female Male

Date of Birth:

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Disability, if any:

Have you been charge-sheeted, convicted of or pleaded guilty to an offence?
Yes _____ No _____

If yes particulars thereof and present status: _____

Have you been associated with any organization that has been blacklisted OR
has been proved of financial fraud ? Yes _____ No _____

If yes, please explain:

What date are you available to start work? _____

[2] EDUCATION INFORMATION: Please give details of your education track record (from high school to PG)

Sl. No.	Qualifications (Degree/PG) with specialization	Name of the College/University	Degree	Period (from -to)	% of Marks scored

Highlight Trainings you have attended (list only the trainings that are related to women & child protection)

Topic of Training	Training organized by – venue	Duration of the training

[3] EMPLOYMENT HISTORY : [Give details of the last 3 postings]

Name of the Organisation	Position held / Designation	Period (from-to)	Address Phone: Email:	Job Responsibilities	Last Salary drawn	Reasons for Leaving

Total no. of years employment experience _____

Work experience in collaboration with NGO/Govt.. depts./agencies if any

Position held / Designation	Name of the Project /Program	Name of the Organisation / Dept../Agency partnered with.	Duration of such collaboration/partnership

May We Contact Your Present Employer? Yes _____ No _____

Computer Skills: How do you rate yourself.

Skill in using the computer	Excellent/ Good / Average /No experience
Skill in using the MS-Word, MS-Excel & Power point.	Excellent/ Good / Average /No experience
Skill in using the using the internet	Excellent/ Good / Average /No experience

Skills and Competencies you have that would benefit the program here:

i. _____

ii _____

iii _____

Your Achievements in the area of women and child protection: _____

Awards/Citations received: _____

References: (Please give details of two references)

(1) Name/Title Address & Phone no: _____

Relationship with referee: _____

(2) Name/Title Address & Phone no: _____

Relationship with referee: _____

I certify that the information furnished by me in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above (including the enclosed documents).

Signature _____

Date _____

2	Storekeeper cum Accountant	14,000/-	<p>a. The Accountant shall maintain relevant registers for stocks & accounts effectively.</p> <p>b. She shall also monitor budgets and update the ledgers/Cash books on a daily basis.</p> <p>c. Shall be able to prepare bills to STO with the guidance of ICDS Ministerial staff and the Office-in-charge.</p>	Contract basis	46	<p>(a) Should have a Bachelors Degree in Commerce/Finance (B.Com) from recognized University.</p> <p>(b) Should have at least 4 years experience and good/sound knowledge of principles and maintaining accounts and related book keeping</p> <p>(c) Ability to work on a computer and capable of using MS-Office package (MS Word and Excel), internet independently.</p>	30 to 45 years - Women
3	Cook	7,500/-	<p>a. Ensure preparation of timely and hygienic meals for the children (approximately 50-70) as per the planned menu.</p> <p>b. Provide special meals on holidays, festivals and for sick.</p>	Out Sourcing Basis	16	<p>a. should have 3 years experience in cooking in institutions.</p> <p>b. 10th class pass/fail</p> <p>c. Physical fitness certificate required.</p>	30 to 45 years, Women



అకౌంటెంట్ పోస్టుకు దరఖాస్తుల ఆహ్వానం

విజయనగరం పోస్ట్ జిల్లా స్ట్రీ, శిశు సంక్షేమ అధీనం లో నడుస్తున్న బాలసదనంలో కాంట్రాక్ట్ వద్దతిప్పి పనిచేయడానికి స్టార్ కీపర్ కమ్ అకౌంటెంట్ పోస్టుకు అర్హులైన అభ్యర్థులు దరఖాస్తు చేసుకోవాలని జిల్లా స్ట్రీ, శిశు సంక్షేమ శాఖ అధికారిణి బి. శాంతకుమారి గురువారం ఒక ప్రకటనలో తెలిపారు. వచ్చిన దరఖాస్తులను ఫార్మిలిస్ట్ చేసిన

తర్వాత ఇంటర్వ్యూకు పిలుస్తారని పేర్కొన్నారు. అభ్యర్థుల వయసు 01-07.2022 నాటికి 30 నుంచి 45 సంవత్సరాల లోపు ఉండాలన్నారు. దరఖాస్తులను కలెక్టరేట్ లో ఉన్న ఐసీడిఎస్ కార్యాలయంలో అందజేయాలని చెప్పారు. ఇతర వివరాలకు డబ్ల్యూసీడిఎస్ సీ.ఎఫ్. ఎన్ ఐసీ.ఇన్ వెబ్ సైట్ ను సంప్రదించాలని సూచించారు.

