

Women & Child Development Department Haryana

Bays No. 15-20, Sector- 4, Panchkula

WALK - IN - INTERVIEW

For engagement of District Programme Assistant for Panchkula district under Indira Gandhi Matritva Sahyog Yojna Scheme on fixed remuneration @ Rs. 10,000 per month on contractual basis up to 31-3-2015.

Eligibility criteria

- B.Com /BBA /BCA/B.SC. Home Science /B.A. with atleast one subject as Sociology / Statistics / Home Science / Psychology.
- Minimum 55% marks having consistently good academic record.
- Proficiency in Ms Office (skill test will be held)
- One Year relevant experience.
- Age 21 to 35 years.
- Hindi upto Matric

Important Instructions.

Application in prescribed format available at the website of Women and Child Development (Haryana) i.e. www.wcdhry.gov.in to be submitted at the time of walk-In- Interview. Application in advance will not be accepted.No TA/ DA will be paid for interview.

Eligible candidate may appear for walk-in-interview on **24-6-2014 at 9.00 am** in the office of Women and Child Development Department Haryana, Bays No. 15-20, Sec-4 Panchkula, Haryana, along with original and attested documents of academic qualification & work experience.


Director
Women and Child Development Deptt.
Haryana, Panchkula 

APPLICATION PERFORMA

Post Applied for.....

[1] PERSONAL INFORMATION:



Name (In Block Letters) -

Father's Name (In Block Letters) -

Date of Birth (Attach self-attested -

Copy of Matriculation Certificate)

Postal Address with contact no. and email address:

Permanent Address:

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:

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

S.No	Qualification	% age Marks cored	Name of the College/University	Year of passing
1	Matric			
2	10+2			
3	Graduation			
4	Additional Qualification			

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

Name of Organization	Position held/Designation	Period (from-to)	Address, Phone:,Email :	Job Responsibilities	Last Salary Drawn	Reasons for Leaving

Total No. of year's employment experience:

[4] COMPUTER SKILLS:

How do you rate yourself **Excellent/Good/Average/No Experience**

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:

DECLARATION:

I certify that the information furnished by me in this application is true and complete. I understand that false information may be grounds for 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 of the Applicant