



GOVT. OF ASSAM
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER
DISTRICT PROJECT MANAGEMENT UNIT, SANKALP-HEW, MISSION SHAKTI
DARRANG:: MANGALDAI

No.DSWO(M)804/Shakti Sadan/Pt./2025-26/1745

Dated Mangaldai, the 17th September, 2025

ADVERTISEMENT

The Office of District Social Welfare Officer, Darrang under Women and Child Development Department, Darrang invites application from eligible candidates who are citizen of India as defined under Article 5 to 9 of the constitution of India and fulfil the eligibility norms of educational qualification, age, etc. as mentioned below against each category of purely temporary contractual posts under **Shakti Sadan** (Integrated Relief and Rehabilitation Home for Women), Mission Shakti for Darrang district. Interested candidates having the requisite qualification and experience may submit duly filled up Application (Application form may be downloaded from the official website darrang.assam.gov.in) at **Office of the District Social Welfare Officer, Darrang, Mangaldai, Bheberghat, Ward no.10, PIN- 784125** from 19th September, 2025 to 4th October, 2025 till 05.00 PM during office hours.

Name of Position	No. of Vacancies	Eligibility Criteria	Fixed Remuneration Per month (Rs.)
Resident Superintendent	1	<ul style="list-style-type: none"> • Female candidates can apply only • Any woman having a Masters in Law/Social Work/Sociology/Social Science/Psychology with at least 5 years' experience of working on women related domains in an administrative set up with a Government or Non Government project/programme and preferably with atleast 1 year experience of counselling either within or outside the same set up • She should be preferably a resident of the local community for effective functioning of the centre 	Rs.21,000/-
Office Assistant	1	Any person who is graduate with a minimum of 3 years' experience in handling office documentation related job with proficiency in working on computers, at state or district level with Government and Non-Governmental organizations.	Rs.17,000/-
Multi Purpose Worker	1	<ul style="list-style-type: none"> • Female candidates can apply only • Any woman having qualification of HSLC passed or equivalent will be preferred • Minimum 2 years' experience on relevant domain 	Rs.10,500/-
Cook	1	<ul style="list-style-type: none"> • Female candidates can apply only • Any woman having qualification of HSLC passed or equivalent will be preferred • Minimum 2 years' experience on relevant domain 	Rs.10,500/-
Security Guard/Night Guard	1	<ul style="list-style-type: none"> • Any person having qualification of HSLC passed or equivalent will be preferred • Minimum 2 years' experience of working as security personnel in a government or reputed organization at the district/state level. He/She should preferably be retired military/para military personnel. 	Rs.9,000/-

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Signature

General terms and conditions:

1. The applicant must submit duly filled up application form along with self-attested copies of requisite documents as mentioned below:

Name of the post	Documents to be submitted along with application format available at website (darrang.assam.gov.in)
Resident Superintendent	3 copies of latest Passport Size Photographs, HSLC Admit Card for age proof, HSLC Certificate and Marksheet, H.S. Marksheet and Certificate, BA/BSc/BCom Marksheet and Certificate, MA Mark Sheet and certificate, Work Experience Certificate, Voter ID Card/AADHAR card, Caste Certificate, PwD certificate (if any) and other relevant certificate (if any)
Office Assistant	3 copies of latest Passport Size Photographs, HSLC Admit Card for age proof, HSLC Marksheet and Certificate, H.S. Marksheet and Certificate, B.A./B.Sc./B.Com Marksheet and Certificate, Work Experience Certificate, Voter ID Card/AADHAR card, Caste Certificate, PwD certificate (if any) and other relevant certificate (if any)
Multi Purpose Worker; Cook; Security Guard/Night Guard	3 copies of latest Passport Size Photographs, HSLC Admit Card for age proof, HSLC Certificate and Marksheet, Last qualification Marksheet and Certificate (if any), Work Experience Certificate, Voter ID Card/AADHAR card, Caste Certificate, PwD certificate (if any) and other relevant certificate (if any)

2. The candidate must be a minimum of 21 years and a maximum of 40 years of age as on 01/01/2025 with a relaxation of 5 years in upper age limit for candidates under SC, ST(H), ST(P); 3 years for OBC/MOBC and 10 years for Person with Disability (PwD) category.
3. The shortlisted candidates will be called for **Walk-in-Interview** through their respective Email id as mentioned in their application form as well as through office notice board. No separate call letter will be issued to concerned candidates and no TA/DA will be provided for attending the same.
4. Incomplete applications will be summarily rejected at any stage of selection process.
5. Any matter which are not specially provided in this advertisement will be decided by the Selection Committee.
6. The Authority reserves the right to cancel/ postpone the advertisement without assigning any reason thereof.


Additional District Commissioner (WCD)
Darrang, Mangaldai