



**KERALA STATE NUTRITION MISSION – SAMPUSHTA KERALAM  
DEPARTMENT OF WOMEN & CHILD DEVELOPMENT**

*(Government of Kerala)*

No.CMD/WCD/02/2019

May 28, 2019

**NOTIFICATION**

Qualified and competent candidates in **Kasaragod** district are invited to attend the Walk-in Test/Interview for appointment to District and Block level posts of Sampusta Keralam – Kerala State Nutrition Mission Project of Department of Women and Child Development *(details of the posts given in table 1 below)*, **on contract basis for a period of one year**. The Walk-in Test/Interview is scheduled to be conducted on **01-06-2019 & 02-06-2019** at **Government College, Kasaragod**.

***A written test will be conducted for all the registered candidates. Candidates qualifying in the written test only will be admitted to the interview. Candidates must bring a passport size photograph (taken within six months), copies and originals of all certificates proving qualification and experience while attending the Walk-in Test/Interview.***

## DETAILS OF POSTS

The details regarding the qualification and experience required, number of vacancies at district/block level, remuneration, etc., are given in the table below.

**Table 1**

Code No.	Position	Qualification	Experience	Age limit (as on 01/09/2018)	Remuneration (in Rs. per month)
<b><i>District Project Management Unit</i></b>					
201	District Coordinator  <i>(No. of posts - 01)</i>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>i. Graduation in Computer Science or IT.</li> <li>ii. Good oral and written communication skills in local language.</li> <li>iii. Computer literacy must.</li> <li>iv. Willingness to travel extensively.</li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>i. Formal training on IT/computer/mobile phones.</li> <li>ii. Great attention to detail and problem solving skills.</li> </ul>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>i. At least 5 years' experience in application maintenance &amp; support.</li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>i. 4 years' experience in application maintenance and support.</li> <li>ii. Experience working with technology and software application support.</li> <li>iii. Proven ability to successfully handle multiple tasks within a team environment.</li> </ul>	30 years	Rs. 30,000/-  Annual increase @ 3% of remuneration, subject to performance.
202	District Project Assistant  <i>(No. of posts - 01)</i>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>i. Graduate Degree/Post Graduate Diploma in Management/Social Sciences/Nutrition.</li> <li>ii. Good oral and written communication skills in local language and fair skills in</li> </ul>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>i. Minimum 3 years work experience of capacity building, with supervisory skills.</li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>i. 3 years' experience of working in social program.</li> </ul>	30 years	Rs. 18,000/-  Annual increase @ 3% of remuneration, subject to performance.

		<p>English.</p> <p>iii. Good computer skills/knowledge of internet/email.</p> <p>iv. Ability to work in a team and willingness to travel extensively.</p>	<p>ii. Experience of working on Government Programs in the social sector - Health, Nutrition, Education, Water and Sanitation.</p>		
<b><i>Block level posts (to be stationed at the block headquarters)</i></b>					
301	<p>Block Coordinator</p> <p><i>(No. of posts - 06)</i></p>	<p><b><u>Essential</u></b></p> <p>i. Graduation in Science/Engineering/Technology.</p> <p>ii. Good oral and written communication skills in local language.</p> <p><b><u>Desirable</u></b></p> <p>i. Formal training on IT/computer/mobile phones.</p> <p>ii. Attention to detail and problem solving skills.</p>	<p><b><u>Essential</u></b></p> <p>i. At least 3 years of experience working with technology and software application support in implementation of Government projects.</p> <p><b><u>Desirable</u></b></p> <p>i. Worked with front line workers in any Social Development Program of Government.</p> <p>ii. Proven ability to successfully handle multiple tasks within a team environment.</p>	30 years	<p>Rs. 20,000/-</p> <p>Annual increase @ 3% of remuneration, subject to performance.</p>
302	<p>Block Project Assistant</p> <p><i>(No. of posts - 06)</i></p>	<p><b><u>Essential</u></b></p> <p>i. Graduation in Science/Engineering/Technology.</p> <p>ii. Good oral and written communication in local language</p>	<p><b><u>Essential</u></b></p> <p>i. At least 1 year experience of working with Community/Local Government.</p> <p><b><u>Desirable</u></b></p> <p>i. Worked with front line workers in any Social Development Program of Government.</p> <p>ii. Proven ability to successfully</p>	30 years	<p>Rs. 18,000/-</p> <p>Annual increase @ 3% of remuneration, subject to performance.</p>

	<b><u>Desirable</u></b> i. Attention to detail and problem solving skills.	handle multiple tasks within a team environment.		
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### SCHEDULE

The schedule of the Walk-in Test cum Interview is as follows:

Sl. No.	Post	Date	Reporting Time
1	District Coordinator	01-06-2019	08.30 am
2	District Project Assistant		
3	Block Coordinator	02-06-2019	
4	Block Project Assistant		

**Note:**

1. A written test will be conducted for all the candidates. The selection procedure may also contain a group discussion, prior to the interview. Candidates qualifying in the written test only will be admitted to further stages of the recruitment.
2. The Degree/PG Degree/Diploma acquired through regular class room teaching alone will be acceptable. Those acquired through correspondence/contact classes etc., will be rejected. The degrees should be from a recognized University.
3. The experience certificate issued by private firms/organizations/NGOs should be supported by the details of salary drawn through banks for the first and last months when the candidate was engaged by the organization.
4. ***Candidates must bring a passport size photograph (taken within six months) and all documents, proving qualification and experience, in original.***
5. No TA/DA shall be paid for written test/interview.
6. Persons with own two wheeler will be given weightage during interview (*Documents to be produced at the time of interview*).
7. Candidates should be willing to travel extensively and also willing to work overtime, if needed. All vacancies at the District Project Management Unit are reserved for candidates within the District.
8. For the block level vacancies, preference will be given to candidates residing within the respective Block Panchayat.

9. Admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
10. Candidates should have good written and oral communication skills in English, Malayalam and Local Languages in the project area.
11. Centre for Management Development and the Kerala State Nutrition Mission reserves the right to shortlist only a limited number of candidates for test/interview, as the case may be for the post, based on marks secured in their qualifying examination and experience. Candidate should clearly mention the marks scored in the qualifying examination while filling the information sheet. The conversion of grade/CGPA to percentage should be based on the procedure certified by the University from where they have obtained the degree. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
12. Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. The Kerala State Nutrition Mission reserves the right to fill or not fill the posts advertised.
13. Selected Candidates will have to undergo periodic performance appraisal/evaluation by an external agency and the service of candidates who fail to meet the desired performance level shall be terminated at any stage during the contract period.
14. Candidates are advised to note that only post qualification work experience of the candidates from reputed/established organizations until **30/06/2018** will be considered.