

**DIRECTOR SOCIAL WELFARE, WOMEN & CHILD DEVELOPMENT,  
CHANDIGARH ADMINISTRATION  
Town Hall Extension Building, 3<sup>rd</sup> Floor, Sector-17-C, U.T. Chandigarh  
Telephone No 0172-2700069**

**Closing Date for receipt of applications: on or before 05.08.2024 upto 5.00 p.m.**

Applications are invited for filling up the following posts purely on **contract basis** for setting up of State Project Management Unit (SPMU) and District Project Management Unit (DPMU) under Saksham Anganwadi and POSHAN 2.0

S. No.	Name of the Post	No. of Posts	Consolidated Salary per month.
01	Accountant	01	Rs. 30,000/- p.m.
02	District Project Assistant	01	Rs. 18,000/- p.m.

1. For details of essential qualification/desirable qualification/ Scope of work/consolidated remuneration and experience required for above posts, please visit the website [chandigarh.gov.in/](http://chandigarh.gov.in/) or <https://chdsw.gov.in/>
2. Complete Bio-data/CV in all respects along with stamp size- photograph and attested photocopy of essential qualification and experience, duly signed by the applicant should be submitted to the office of Director Social Welfare, Women & Child Dev.(ICDS) , Town Hall Extension Building, 3<sup>rd</sup> Floor, Sector 17-C, Chandigarh on or before **05.08.2024 at 5.00 p.m.**
3. No TA/DA shall be paid to the candidate for attending interview/Test.
4. If there is any corrigendum, it will be uploaded on **the website of Chandigarh administration** [chandigarh.gov.in/](http://chandigarh.gov.in/) and <https://chdsw.gov.in/>.
5. The competent authority reserves the right to cancel the selection process at any time, at any stage without assigning reason thereof.
6. The eligible/shortlisted applicants will be called for an interview for which date & time will be intimated separately.

**Note: - Incomplete applications and the applications received after the last date shall not be entertained and rejected without assigning any reason. Kindly check website ([chandigarh.gov.in/](http://chandigarh.gov.in/) and <https://chdsw.gov.in/>) for regular update.**

**For any query contact at 0172-2700069**

**-Sd  
Director Social Welfare,  
Women and Child Development,  
Chandigarh Administration**

ACCOUNTANT UNDER SAKSHAM ANGANWADI AND POSHAN 2.0		
S. No.	Position	Qualification & Experience
1.	Accountant  No. of Post : 01	<ul style="list-style-type: none"><li>PG degree in Commerce/ Accounting/ CWA-Inter/CA- Inter with at least 50% marks.</li><li>At least 3 years’ experience in accounting with exposure in budgeting &amp; audit out of which 1 year should be in Government/ PSU.</li><li>Expertise in MS Office including Word, Excel and PowerPoint.</li></ul> <p style="text-align: center;"><b>Or</b></p> <ul style="list-style-type: none"><li>Government employees retired as Accountant with at least five year’ experience/Accounts Officer/Audit Officer with at least 3 year’ experience.</li></ul>

PROJECT ASSISTANT AT DISTRICT LEVEL HELP DESK		
2.	District Project Assistant Rs. 18,000/- per month PA 1 per district	<ul style="list-style-type: none"><li>Graduate Degree/Post Graduate Diploma in Management/ Social Sciences/ Nutrition,</li><li>Minimum 2 years work experience of capacity building, with supervisory skills</li><li>Good oral and written communication skills in local language and fair skills in English</li><li>Good computer skills/knowledge of internet/email</li><li>Ability to work in a team and willingness to travel extensively.</li><li>Mandatorily local candidates should be engaged.</li></ul>