

**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 28.08.2025 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

| <b>S. No.</b> | <b>Name of the Post</b>    | <b>No. of Posts</b> | <b>Consolidated Salary per month.</b> |
|---------------|----------------------------|---------------------|---------------------------------------|
| 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 <https://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 28.08.2025 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** <https://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 (<https://chandigarh.gov.in/> and <https://chdsw.gov.in/>) for regular update.**

**For any query contact at 0172-2700372**

**-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<br><br>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 I n 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<br>Rs. 18,000/- per month<br>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> |
|----|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|