

**ADVERTISEMENT**

In pursuance to Govt. of Assam Letter No:DWCD(G)90/2011/Pt-IV/9 Dated, Guwahati the 21<sup>st</sup> August, 2025, application are invited from the citizens of India who are permanent residents of Kokrajhar District in Standard form of Applications as published in Assam Gazette in Part-IX as defined in articles 5 to 8 of the constitution in India for applying against the vacant post under Shakti Sadan on purely temporary and contractual ) under Mission Shakti, Women & Child Development Department, Kokrajhar as admissible under Rule:

Name of the post	No of vacancy post	Qualification required & Experience	Remuneration per month (fixed)
Resident Superintendent	1 Nos	Qualification: Any women having a Masters in Law/Sociology/Social Work/Social Science/Psychology and other similar discipline with at least 5 years of working experience on women related relevant domains in an administrative set-up with a Govt. or Non-Govt. project/programme and preferably with at least 1 year experience of counselling either within or outside the same set-up. She should be preferably a resident of the local community.	Rs.21,000/-
Office Assistant	1 Nos	Qualification: A Graduate at least 3 years' experience working in handling office documentation related job with proficiency in working on computers, at state or district level with Govt. or Non Govt. org.	Rs.17,000/-
Multi-Purpose Staff (MPW)	2 Nos	Qualification: Any Person who is literate with knowledge/experience of working in the relevant domain. High school pass or equivalent will be preferred	Rs.10,500/-
Cook	2 Nos	Qualification: Any Person who is literate with knowledge/experience of working in the relevant domain. High school pass or equivalent will be preferred.	Rs.10,500/-
Security Guard/Night Guard	3 Nos	Qualification: 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/paramilitary personnel.	Rs.9,000/-

**General Terms and Conditions:****Documents to be enclosed:-**

- a) Age proof (Birth Certificate/ HSLC Admit Card), b)Proof of Education Qualification
- c) All Marksheets & Certificate from HSLC onwards, d) Experience Certificate, e) Address proof & Identity Proof
- f) 2 Copies passport size Photos

**Selection Procedure :-** The candidates will have to appear through Walkin interview.

**Special Note :-**a) District Level Selection Committee under Mission Shakti reserves the right of rejecting the candidate or cancelling the requirement process at any stage.

- b) No TA/DA will be entertained and all the candidate should be Permanent residence of Kokrajhar District
- d) Candidate must be a minimum of 21 years and a maximum of 40 years of age on 01.01.2025 with a relaxation of 5 years under ST, SC, 3 years for OBC and 10 years for PWD candidates.
- e) The shortlisted candidates will be called for Personal Interview **through their respective email id as provided in the submitted application form as well as on the office notice board.** No separate call letter will be issued to concerned candidates and no TA/DA will be provided for attending the same.
- f) Incomplete applications will be summarily rejected at any stage of selection process.
- g) Intending candidate may apply for any post as per advertisement. The envelope sending the application should be superscripted the name of the post on the top of the envelope with candidate email-id and it should be addressed to the Office of the **District Social Welfare Officer/ District Nodal Office, Mission Shakti, Kokrajhar, Dist-Kokrajhar, Assam, PIN – 783370.** The envelope needs to be drop-off at the designated Drop Box in the Office of the District Social Welfare Officer, Kokrajhar office premises from **24/12/2025 Time:10:30 AM to 09/01/2026 Time: 4:30 PM** Office hours.

**Sd/-District Social Welfare Officer/  
Member Secretary, DLSC, Mission Shakti,  
Kokrajhar.**