

ANNEXURE - A

**GOVERNMENT OF ANDHRA PRADESH
WOMEN DEVELOPMENT AND CHILD WELFARE DEPARTMENT
OFFICE OF THE DISTRICT WOMEN & CHILD WELFARE & EMPOWERMENT OFFICER,
ALLURI SITHARAMA RAJU DISTRICT.**

File No.286/A1/2023 Dt:24-09-2025

**RECRUITMENT NOTIFICATION FOR VACANT POSTS IN SPECIALIZED ADOPTION AGENCY
(SAA) UNDER MISSION VATSALYA SCHEME**

The District Women & Child Welfare & Empowerment Officer, Alluri Sitharama Raju District invites the applications for various posts from the eligible female candidates with required qualifications to work in the Specialized Adoption Agency (SAA). The following positions are purely on Contract basis. In the Office of the District Women & Child Welfare & Empowerment Officer, Alluri Sitharama Raju District. The post wise details are as furnished below:

Specialized Adoption Agency (SAA):

S.No.	Name of the Post	No. of Posts	Age	Roaster Points	Consolidated pay per month in Rs.	Mode of appointment
1	Manager/ Coordinator	1	25-42	OC (W)	23,170/-	Contractual
2	Doctor(Part time)	1	25-42	OC(W)	9,930/-	
3	Ayahs	3	25-42	OC(W)-1, SC (W)-1 & BC-A(W)-1	7,944/-	

The candidates desiring to apply can download the application from above website <http://allurisitharamaraju.ap.gov.in> and send/submit the filled application form along with attested Xerox copies of education qualifications, marks lists, experience certificate etc., to the District Women & Child Welfare & Empowerment Officer, Near Talasingi, Beside Balasadan, Paderu, A.S.R.district-531024 from **25.09.2025** to **08.10.2025** on or before 5.00 PM (In working days) directly or by Registered post. Applications arriving late will not be accepted. Only qualified short list candidates will be called for interview.

The Collector & District Magistrate / Chairman. Alluri Sitharama Raju District reserves the right to cancel the notification at any time without assigning any reasons.

Sd/-Sri.A.S.Dinesh Kumar, IAS,
COLLECTOR & DISTRICT MAGISTRATE
ALLURI SIHARAMA RAJU DISTRICT

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DISTRICT WOMEN & CHILD WELFARE
& EMPOWERMENT OFFICER
ALLURI SITHARAMA RAJU DISTRICT,PADERU.

ఆంధ్రప్రదేశ్ ప్రభుత్వము
జిల్లా మహిళా మరియు శిశు సంక్షేమ శాఖ విశాఖపట్నం
ప్రెస్ నోట్

నోటిఫికేషన్ నెం. 286/A1/2023. Dt: 24.09.2025

జిల్లా మహిళా మరియు శిశు సంక్షేమ మరియు సాధికారత కార్యాలయం, అల్లూరి సీతారామరాజు జిల్లా .మిషన్ వాత్సల్య నందు మంజూరైన ఈ దిగువ తెలిపిన పోస్టులకు కాంట్రాక్టు పద్ధతిన భర్తీ చేయుటకు గాను అర్హత గల మహిళా అభ్యర్థుల నుండి ధరఖాస్తులు ఆహ్వానించడమైనది.

Specialized Adoption Agency (SAA):

S.No.	Name of the Post	No. of Posts	Age (25 to 42 years as on 01.07.25)	Roaster Points	Type of recruitment	Remuneration per month in Rs.
1	Manager/ Coordinator	1	25-42	OC(W)	Contractual	23,170/-
2	Doctor(Part time)	1	25-42	OC(W)	Contractual	9,930/-
3	Ayahs	3	25-42	OC(W)-1, SC (W)-1 & BC-A (W)-1	Contractual	7,944/-
	Total	5	25-42			

ఆసక్తి గల అభ్యర్థులు డిస్ట్రిక్ట్ వెబ్ సైటు (<http://allurisitharamaraju.ap.gov.in>) నుండి ధరఖాస్తు (CV) డౌన్ లోడ్ చేసుకొని టర్న్స్ ఆఫ్ రిఫరెన్స్ (TOR) ప్రకారం పూర్తి చేసి అన్నీ దృవ పత్రాలు నఖలు జత చేసి తేది: 25.09.2025 నుండి 08.10.2025 లోపల కార్యాలయ పని దినములలో (సాయంత్రం 5.00 గంటల లోపు) జిల్లా మహిళా మరియు శిశు సంక్షేమ మరియు సాధికారత అధికారిణి , తలారిసింగి, బాలసదనము ప్రక్కన, పాడేరు, అల్లూరి సీతారామరాజు జిల్లా Pin.No.531024 వారికి సమర్పించవలెను.

సం./-శ్రీ A.S. దినేష్ కుమార్ (I.A.S)

జిల్లా కలక్టరు మరియు చైర్మన్,
అంగన్వాడీ కార్యకర్త, సహాయకుల ఎంపిక కమిటీ
అల్లూరి సీతారామ రాజు జిల్లా

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జిల్లా మహిళాబివృద్ధి మరియు శిశు సంక్షేమం
మరియు సాధికారత అధికారిణి
అల్లూరి సీతారామరాజు జిల్లా, పాడేరు.

ANNEXURE – B

STATEMENT SHOWING THE ESSENTIAL QUALIFICATION AND EXPERIENCE NOTIFIED BY MWCD, GOI FOR INDIVIDUAL CONSULTANTS POSITION UNDER “MISSION VASALYA” AT SPECIALIZED ADOPTION AGENCY (SAA)).

. Indicative Qualification & Eligibility Criteria of staff of Specialized Adoption Agency (SAA)

S.No	Positions	No.of posts.	Type of Recruitment	Remuneration PM	Eligibility Criteria
1.	Manager / Coordinator – SAA Age (25-42 Years as on 01.07.2025)	1	Contractual	23,170/-	(a) Should have a Post Graduation in Social work (MSW) / Masters Degree in Psychology, M.Sc Home Science (Child Development) from recognized University. (b) Should have at least 3 years experience and knowledge of working on women / Child protection issued including in 1 year of overseeing institutions that provide residential care and support to children. Experience of working on adoptions issues will be an added advantage (c) Should have good report with the NGOs who run children's homes / govt. departments in the district who are working on women and child related issues. (d) Should have demonstrable Commitment to women and child concerns. Should have written & oral communication skills (ability to write and speak fluency)
2.	Doctor (Part time) Age (25-42 Years as on 01.07.2025)	1	Contractual	9,930/-	Should be Medical Doctor having completed a minimum of MBBS and has been practicing. Specialization in Pediatric Medicine necessary. Should be able to give time to the SAA on regular basis and in emergency situations.
3	Ayaks Age (25-42 Years as on 01.07.2025)	3	Contractual	7,944/-	Should have the experience of taking care of infants and children below 6 years.

Under Mission Vatsalya

Sd/-Sri.A.S.Dinesh Kumar, IAS,
COLLECTOR & DISTRICT MAGISTRATE
ALLURI SIHARAMA RAJU DISTRICT

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DISTRICT WOMEN & CHILD WELFARE
& EMPOWERMENT OFFICER
ALLURI SITHARAMA RAJU DISTRICT,PADERU.

ANNEXURE-B
CURRICULUMVITAE(CV)

1 Proposed Position : _____
2 Adhar No. : _____
3 Name of the Applicant : _____
4 Father's Name : _____
5 Husband's Name : _____
6 Gender : _____
7 Permanent Address : _____

Attested Photo

8 Present Address : _____

9 Native Mandal : _____
10 Native District : _____
11 Telephone/Mobile/Email : _____

12 Date of Birth : _____ Age as on

01.07.2025 :- ____ Yrs. ____ Months.

(certificate must be enclosed)

13 Nationality : _____ Religion _____ Caste: _____

14 Education qualification(Graduation to Professional Qualification)

Sl.No.	Level Exam	Board/Institution	Year of passing	%Marks obtained	Remarks
1					
2					
2					
4					
5					

15 Membership of professional association (if any): _____

16 Other Training(Indicatesignificanttrainingsince degreesunder5-Educationwereobtained):

17. Work experience/Employment Record (Certificate must be enclosed) [*Starting with present position, list in reverse order every employment held since graduation, giving for each employment(see format below): dates of employment, name of employing organization, positions held.*]:

From	To	Period(Years & Months)	Employer	Positions held	Responsibility handled

18 .Computerskills(certificate must be enclosed):

From (Year):_____to (Year): _____

Employer:_____

Position held:_____

Responsibility handled:_____

19 . Languages(foreachlanguageIndicateproficiency:good,fair,orpoorinspeaking, reading and Writing)

19 . Work undertaken that Best illustrates Capability to Handle the Tasks Assigned (Among the assignments in which the incumbent has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position)

Name of assignment of Project:_____

Year:_____

Location:_____

Client:_____

Main Project features:_____

Positions held:_____

Activities performed:_____

20 .Certification :

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

(Signature)