

Dated the 4th May, 2023

Vacancy Notice

National Commission for Women proposes to engage one Coordinator on contract basis to initiate, evaluate and prepare report on Capacity Building Programme for Women in Politics. The eligibility Criteria for the position of Coordinator on contract basis is as under:

Sl. No.	Name of the Post	No. of Post	Eligibility Criteria
1	Coordinator	01	1. Essential Qualifications: LLB/ MSW/MA (Social Science). Experience: 5 years working experience in Gender related issues. 2. Age:- Not more than 50 years. 3. Remuneration:- Rs. 50,000/- per month.

2. The Terms of Reference are as under:

Terms of Reference

- (i) To conduct seminars/conferences/workshops etc on women related issues like Gender Budgeting, Gender Sensitization, POSH, Domestic Violence etc in consultation with Central Agencies.
- (ii) To prepare reports of seminars/conferences/workshops etc.
- (iii) To review various Acts and make recommendations on enacting fresh legislations/ amendments to the existing provisions, affecting and concerning women.
- (iv) To evaluate reports received from Institutions/Organizations etc.
- (v) Knowledge of all Women related schemes of Govt. of India.
- (vi) Legal Knowledge with special emphasis on women related Acts.

3. Application form and other Eligibility Criteria may be downloaded from the website of National Commission for Women (<http://ncw.nic.in>). The eligible candidates in the prescribed format may apply within **15 days** from uploading of the Vacancy Notice in NCW's website to the Joint Secretary, National Commission for Women (NCW), Plot No.21, Jasola Institutional Area, New Delhi – 110 025.

Shivani Dey 4/5/23
(Dr. Shivani Dey)
Under Secretary

APPLICATION FORM FOR THE POST OF..... ON CONTRACT BASIS

Paste here firmly
recently passport size
photograph

- 1. Post applied for : _____
- 2. Name of the Candidate
(As per matriculation certificate) : _____
- 3. Father's Name : _____
- 4. Date of Birth
(As per matriculation certificate) : _____
- 5. Age as on the last date of receipt of application _____
- 6. Gender (Male/Female) : _____
- 7. Postal Address for correspondence : _____

Pincode _____
- 8. Permanent Address : _____

Pincode _____
- 9. Mobile No. : _____
- 10. Email-ID : _____
- 11. Educational/Professional qualifications (In case of insufficient space, please attach separate sheet duly signed by the applicant):

Sl. No.	Exam/Degree Passed	School/college/ University	Subject taken	Year of passing	Class/Division & %age

12. Experience (In case of insufficient space, please attach separate sheet duly signed by the applicant):

Name of the Employer/ Organisation	Post Held Start from the post last held	Period From	Period To	Nature of duties (in brief)

13. Last Pay drawn : _____

14. Any other information : _____

(Signature of the candidate)

DECLARATAION

- i. I hereby declare that I fulfil all the conditions of eligibility regarding age limits, educational qualifications and experience etc, prescribed to the post on contractual appointment.
- ii. I further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the interview, my candidature is able to be cancelled

Place:

Date:

(Signature of the candidate)
(unsigned application will be rejected)

Note:-

The application without any supporting documents pertaining to educational/professional qualification (s) shall liable to be rejected.