

Women and Child Development Department
Bays No. 15-20, Sector – 4
Haryana, Panchkula
Email Id: dgwcdhry@gmail.com

Advt. No. 01/2025

Dated: 25.09.2025

Opening Date: 25.09.2025

Closing Date: 24.10.2025

PUBLIC NOTICE FOR ENGAGEMENT UNDER VARIOUS POSTS ON CONTRACT BASIS

Applications are hereby invited from interested candidates for engagement under various posts of 100% Centrally Sponsored Schemes i.e. Child Helpline 1098, State Child Protection Society & State Adoption Resource Agency (Mission Vatsalaya), Women Helpline 181 & One Stop Centre (Mission Shakti) at Head Office & at Districts level in the Women and Child Development Department in the State of Haryana on Contract Basis initially for one year which is likely to be extended based on candidate's performance. For further details of number of posts, essential qualification, experience, age, remuneration, application form, etc. candidates may visit official website <https://wcdhry.gov.in>.

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Director General
Women & Child Development Department
Haryana, Panchkula

**Women and Child Development Department
Bays No. 15-20, Sector – 4
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PUBLIC NOTICE FOR ENGAGEMENT OF VARIOUS POSTS ON CONTRACT BASIS

Applications are hereby invited in the prescribed format from interested candidates for engagement under various posts of 100% Centrally Sponsored Schemes i.e. Child Helpline 1098, State Child Protection Society & State Adoption Resource Agency (60:40 Centre & State ratio) (Mission Vatsalaya), Women Helpline 181 & One Stop Centre (Mission Shakti) at Head Office & at Districts level in the Women and Child Development Department in the State of Haryana on Contract Basis. The details of essential qualification, experience, remuneration, age, etc. for such engagement are as under: -

1. Child Helpline, WCD Control Room at WCD HQ, Panchkula Only

Sr. No.	Designation	Number of Posts
1	Helpline Administrator	1
2	Call Operators	12
3	IT Supervisor	1
4	Multi-purpose Staff	3
5	Security Guard /Night Guard	3
Total		20

2. Child Helpline Unit at District Child Protection Unit (In all 22 Districts)

Sr. No.	Designation	Number of Posts
1	Project Coordinator	1
2	Counselor	1
3	Child Helpline Supervisors	4
4	Case Workers	4
Total		10
Grand Total		10 x 22 = 220

3. Child Help Desk at Railway Station (Ambala & Hisar)

Sr. No.	Designation	Number of Posts
1	Child Helpline Supervisors	3
2	Case Workers	3
Total		6
Grand Total		6 x 2 = 12

4. Women Helpline (At WCD Head office, Panchkula Only)

Sr. No.	Designation	Number of Posts
1.	Call Operator	6
2.	Security Guard/ Night Guard	3
3.	Multi-Purpose Staff	2
	Total	11

5. One Stop Centre (At District Level Only)

Sr. No.	Designation	Number of Posts
1.	Centre Administrator	10
2.	Para Legal Personnel/ Lawyer (Legal Counsellor)	14
3.	Psycho Social Counsellor	18
4.	Para Medical Personnel	35
5.	Office Assistant with Computer Knowledge (IT Professional/ Analyst)	1
6.	Multipurpose Staff/ Cook (Multipurpose Worker)	14
7.	Security Guard/ Night Security	12
	Total	104

6. State Level (State Child Protection Society & State Adoption Resource Agency) at WCD**Head Office, Panchkula only:**

Sr. No.	Post	Total- No. of post
1.	Programme Officer (HSCPS)	04
2.	Account Officer	01
3.	Programme Assistant, SARA	01
4.	Accounts Assistant	01
5.	Assistant cum Data Entry Operator	03
	Total	10

7. District Level (District Child Protection Units) at District Level

Sr. No	Post	No. of posts
1.	District Child Protection Officers	09
2.	Protection Officer (Institutional Care)	07
3.	Protection Officer (Non-Institutional Care)	07
4.	Legal cum Probation Officer	07
5.	Counsellor	08
6.	Social Worker	18
7.	Accountant	11
8.	Data Analyst	10
9.	Assistant cum Data Entry Operators	10
10.	Outreach Worker	15
	Total-	102

The minimum essential qualifications of the Child Helpline posts are given below:

1. Post for Child Helpline 1098, WCD Control Room at Head Quarter, Panchkula

Sr No.	Designation	No. of Posts	Minimum Essential Qualification	Remuneration
1	Helpline Administrator	1	1. Masters in Law/ Social Work/ Sociology/Social Science/Psychology with at least 5 years' experience of working on child related relevant domains in an administrative set-up with a Government or Non-Government project/programme and preferably with at least 1-year experience of counseling either within or outside the same set-up. 2. Candidate should be resident of Haryana 3. She/he should be preferably a resident of the local community so that local human resource and expertise is utilized for effective functioning of the centre. (24x7 operational in rotational shift)	Rs. 33,000/- Per Month)
2	Call Operators	12	1. Matric 2. Good hearing ability to converse in Hindi & English 3. Have practical experience in operating PBX or office experience of more than 1 year 4. Candidate should be resident of Haryana 5. Can be outsourced to any person having good communication skills in Hindi, English and / or regional languages and having requisite qualifications and experience of working on telecom / web based relevant systems. (24x7 operational in rotational shift)	Rs. 16,000/- per person/per month)
3.	IT Supervisor	1	1. Graduate or diploma in computers/ IT with a minimum of 3 years' experience in data	Rs. 25,000/- Per Month)

Sr No.	Designation	No. of Posts	Minimum Essential Qualification	Remuneration
			management, process documentation and web-based reporting formats, video conferencing at state or district level with government or Non-Governmental/IT based organizations. 2. Candidate should be resident of Haryana.	
4	Multi-purpose Staff	3	1. Matric 2. Candidate should be resident of Haryana 3. The multi-purpose activity could be outsourced to any person who is literate with knowledge/ experience of working in the relevant domain. (24x7 operational in rotational shift)	Rs. 14,000/- per person/ per month)
5	Security Guard /Night Guard	3	1. Matric 2. At least 2 years' experience of working as security personnel in a government or reputed organization at the district/state level. 3.Preference will be given to Ex-servicemen. 4.Candidate should be resident of Haryana (24x7 operational in rotational shift)	Rs. 14,000/- per person/ per month)

2. Child Helpline 1098 Unit at District Child Protection Unit across all Districts of Haryana

Sr No.	Designation	No. of Posts	Essential Qualification	Remuneration
1	Project Coordinator	22 (1 in each district)	1. Post Graduate degree in Social Work/Sociology/ Child Development/ Human Rights/ Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University. or Graduate in Social Work/ Sociology/ Child Development/ Human Right/ Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University with 2 years' experience in project formulation/ implementation, monitoring and supervision in the preferably in the field of Women &Child Development/Social Welfare. 2. Candidate should be resident of Haryana *Proficiency in Computers mandatory. (24x7 operational in rotational shift)	Rs. 30,000/- per month/ per person)
2	Counselor	22 (1 in each district)	1. Graduate in Social Work/ Sociology/ Psychology/ Public Health/ Counseling from a recognized university. or 1. PG Diploma in Counselling and Communication. 2. At least 1 year of working experience with the Govt./NGO preferably in the field of Women & Child Development. 3. Candidate should be resident of Haryana *Proficiency in Computers mandatory. (24x7 operational in rotational shift)	Rs. @ 19,000/- per month/per person)

Sr No.	Designation	No. of Posts	Essential Qualification	Remuneration
3	Child Helpline Supervisors	88 (4 in each district)	1. Graduate preferably in B. A in Social Work/ Computer Sciences / Information Technology/ Community Sociology/Social Sciences from a recognized university. 2. At least 1 year of working experience with the Govt./NGO preferably in the field of Women & Child Development. 2. Candidate should be resident of Haryana *Proficiency in Computers mandatory. (24x7 operational in rotational shift)	Rs. @ 16,000/- per person/per month)
4	Case Workers	88 (4 in each district)	1. 10+2 2. Good Communication Skills. 3. At least 1 year of working experience with the Govt./ NGO preferably in the field of Women & Child Development. 4. Candidate should be resident of Haryana (24x7 operational in rotational shift)	Rs. @ 15,000/- per person/ per month)

3. Child Help Desk at Railway Station (Ambala & Hisar Only)

Sr No.	Designation	No. of Posts	Essential Qualification	Remuneration
1	Child Helpline Supervisors	(Ambala-3, Hisar-3)	1. Graduate preferably in B. A in Social Work/ Computer Sciences / Information Technology/ Community Sociology/ Social Sciences from a recognized university. 2. At least 1 year of working experience with the Govt./NGO preferably in the field of Women & Child Development. 2. Candidate should be resident of Haryana *Proficiency in Computers mandatory. (24x7 operational in rotational shift)	Rs. @ 16,000/- per person/per month)

Sr No.	Designation	No. of Posts	Essential Qualification	Remuneration
2	Case Workers	(Ambala-3, Hisar-3)	1. 10+2 2. Good Communication Skills. 3. At least 1 year of working experience with the Govt./NGO preferably in the field of Women & Child Development. 4. Candidate should be resident of Haryana (24x7 operational in rotational shift)	Rs. @ 15,000/- per person/per month)

4. Women Helpline 181 (at WCD Head Office, Panchkula only)

Sr. No.	Name of Post	No. of Posts	Qualification	Remuneration
1.	Call Operator	06	1. Can be outsourced to any person having 10+2 pass & good communication skills in Hindi, English and/ or regional languages and having requisite qualifications and experience of working on telecom/ web based relevant system. (24x7 operation in rotational shift) *Preference will be given to women candidates.	Rs. 20,000/- month
2	Security Guard/ Night Guard	03	1. Can be outsourced to any person having 10th pass and at least 2 years' experience of working as security personnel in a govt. or reputed organization at the district/ state level. (24x7 operation in rotational shift) *Preference will be given to Ex-Servicemen.	Rs. 16,000/- month
3	Multi-purpose Staff	02	1. The multi-purpose activity could be outsourced to any person having 10th pass with knowledge/ experience of working in the relevant domain. (24x7 operation in rotational shift)	Rs. 16,000/- month

5. One Stop Centre (at various District level)

Sr. No.	Name of Post	No. of Posts	Qualifications	Remuneration (In Rs.)
1.	Centre Administrator	10 (Ambala, Hisar, Karnal, Kaithal, Mewat, Rohtak, Sirsa, Sonipat, Panchkula and Yamuna Nagar)	Any woman having a Masters in Law/ Social Work/ Sociology/Social science/Psychology with at least 5 years" experience of working on women related relevant domains in an administrative set-up with a Government or Non-Government 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 so that local human resource and expertise is utilised for effective functioning of the centre. (24x7)	30,000/-
2.	Para Legal Personnel/ Lawyer (Legal Counsellor)	14 (Ambala, Charkhi Dadri Gurugram, Sirsa, Karnal, Kurukshetra, Panipat, Rohtak, Rewari, Sonipat, Palwal, Faridabad, Jind, and YamunaNagar)	In the absence of Legal Advisors provided by District Legal Services Authority, the legal counselling service could be outsourced to any person having a degree in Law/ with legal training or knowledge of laws with at least 3 years" experience of working within a Government or Non-Government women related project/ programme at the district level or to any practicing Lawyer with at least 2 years" experience of litigation in any court of law.	24,000/-
3.	Psycho Social Counsellor,	18 (Ambala, Bhiwani, Dadari, Faridabad, Gurugram, Hisar, Jind, Jhajjar, Karnal Kaithal, Narnaul, Palwal, Panchkula, Rohtak, Rewari, Sirsa, Sonipat and YamunaNagar)	The service could be outsourced to any woman having professional degree (Graduate or Post Graduate) / diploma in psychology / psychiatry / neurosciences with a background in health sector and preferably with at least 3 years" experience of working within a Government or Non-Government health project/programme at the district level.	22,000/-
4.	Para Medical Personnel	35 (2 Ambala, 2 Bhiwani, 2 Fatehabad, 2 Gurugram, 2 Hisar, 2 Jind, 2 Jhajjar, 1 Karnal, 2 Kaithal, 2	The medical assistance service could be outsourced to any woman having professional degree (Graduate or Post Graduate) / diploma in paramedics with a background in health sector and preferably with at least 3 years" experience of working within a Government or Non-Government	18,500/-

Sr. No.	Name of Post	No. of Posts	Qualifications	Remuneration (In Rs.)
		Kurukshetra, 2 Mewat, 2 Narnaul, 2 Palwal, 2 Panchkula, 2 Rohtak, 1 Sirsa, 1 Panipat, 2 Sonipat and 2 Yamuna Nagar)	health project/ programme at the district level.	
5.	Office Assistant with Computer Knowledge (IT Professional/ Analyst),	1 (Jhajjar)	The services could be outsourced to any person, who is a graduate with at least diploma in computers / IT etc with a minimum of 3 years' experience in data management, process documentation and web-based reporting formats, video conferencing at state or district level with government or Non-Governmental/ IT-based organizations.	22,000/-
6.	Multi-Purpose Staff/ Cook (Multi-Purpose Worker)	14 (2 Ambala, 1 Charkhi Dadri, 1 Jind, 1 Kurukshetra, 1 Gurugram, 1 Narnaul, 1 Panchkula, 1 Panipat, 1 Faridabad, 1 Hisar, 2 Rewari, 1 Rohtak)	The multi-purpose activity could be outsourced to any person having 10 th pass with knowledge / experience of working in the relevant domain.	13,000/-
7.	Security Guard/ Night Security	12 (2 Panchkula, 1 Charkhi Dadri, 2 Hisar, 1 Kaithal, 1 Faridabad, 2 Gurugram, 1 Yamunanagar, 1 Sirsa and 1 Jind)	The services could be outsourced to any person having at least 10 th pass with 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 / para-military personnel. Preference will be given to Ex-servicemen.	13,000/-

6. State Level (State Child Protection Society & State Adoption Resource Agency) at WCD Head Office, Panchkula only:

The minimum essential qualifications of State Child Protection Society & State Adoption Resource Agency are given below:

Sr. No.	Name of Post	Vacant Posts	Minimum essential educational qualification	Salary
1.	Programme Officer (HSCPS)	04	1. Post Graduate degree in Social Work /Sociology/ Child Development/Human Rights Public Administration/ Psychology Psychiatry/Law/ Public Health / Community Resource Management from a recognized University. OR Graduate in Social Work / Sociology/ Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health / Community Resource Management from a recognized University with 2 years' experience in project formulation/ implementation, monitoring and supervision in the preferably in the field of Women & Child Development/Social Welfare 2. Additional weight age will be given to candidates with experience of at least 1 year in ICPS 3. Basic Knowledge of computer.	Rs. 34,755/-
2.	Account Officer	01	1. M. Com from any recognized university 2. Additional weightage will be given to candidates with experience of 3 years as Accountant/ Accounts officer 3. Ability to work on MS. Office (Word, Excel, Power Point, Internet) with ease.	Rs. 23,170/-
3.	Programme Assistant, SARA	01	1. Graduate from any recognized University 2. One-year Diploma/ Certificate Basic Computer (Word, Excel, Power Point, Internet) 3. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS or Child helpline or women helpline or any helpline run by government	Rs. 13,240/-
4.	Accounts Assistant	01	1. B. Com from any recognized university 2. At least one-year experience in the relevant field 3. Ability to work on MS Office (Word, Excel, PowerPoint, Internet) with ease.	Rs. 13,240/-
5.	Assistant cum Data Entry Operator	03	1. 10+2 from a recognized Board 2. Diploma/ Certificate in Computers from recognized institution/ HARTRON 3. At least one year experience in the relevant field	Rs. 13,240/-

7. District Level (District Child Protection Units) at District Level only

The minimum essential qualifications of District Child Protection Units are given below:

Sr. No	Name of Post	Vacant posts	Minimum essential educational qualification	Salary
1.	District Child Protection Officers	09 Ambala, Bhiwani Fatehabad Gurugram, Hisar Jhajjar, Palwal Panchkula Yamuna Nagar	1. Post Graduate degree in Social Work /Sociology Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University 2. At least 3 years of experience of working with the Govt/Non-Government Organization in Documentation, training & Capacity Building. Project formulation/ implementation, monitoring and supervision preferably in the field of Women & Child Development/ Social Welfare. 3. Basic computer Knowledge.	Rs. 44,023/-
2.	Protection Officer (Institutional Care)	07 Bhiwani, Faridabad Gurugram, Jind, Jhajjar, Sirsa, Sonipat	1. Post Graduate degree in Social Work /Sociology/ Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health / Community Resource Management from a recognized University. OR Graduate in Social Work/Sociology/ Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University with 2 years' experience in project formulation/ implementation, monitoring and supervision in the preferably in the field of Women & Child Development/Social Welfare 2. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 3. Basic computer Knowledge.	Rs. 27,804/-

Sr. No	Name of Post	Vacant posts	Minimum essential educational qualification	Salary
3.	Protection Officer (Non-Institutional Care)	07 Ambala, Faridabad, Jhajjar, Kaithal, Panipat, Panchkula Sonipat	1. Post Graduate degree in Social Work /Sociology/ Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University. OR Graduate in Social Work/Sociology/Child Development/ Human Rights Public Administration/ Psychology/ Psychiatry/ Law/ Public Health/ Community Resource Management from a recognized University with 2 years' experience in project formulation/ implementation, monitoring and supervision in the preferably in the field of Women & Child Development/Social Welfare. 2. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 3. Basic computer Knowledge.	Rs. 27,804/-
4.	Legal cum Probation Officer	07 Ambala, Bhiwani, Charkhi Dadri, Faridabad, Kaithal, Sirsa, Sonipat	1. LLB from recognized university 2. Experience of at least 2 years of working with Govt./ NGO/ Legal Matters preferably in the field of Women & Child Rights. 3. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 4. Good understanding of Women & Child right & protection Issues.	Rs. 27,804/-
5.	Counselor	08 Ambala, Bhiwani Charkhi Dadri, Gurugram Hisar, Kurukshetra Mewat, Palwal	1. Graduate in Social Work Sociology/ Psychology/ Public Health/ Counselling from a recognized university. OR PG Diploma in Counselling and Communication. 2. At least 1 year of working experience with the Govt./NGO preferably in the field of Women & Child Development.	Rs. 18,536/-

Sr. No	Name of Post	Vacant posts	Minimum essential educational qualification	Salary
			3. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 4. Basic computer Knowledge.	
6.	Social Worker	18 Bhiwani (1-M) Charkhi Dadri (1-F) Gurugram (1-M, 1-F) Hisar (1-F) Jhajjar (1-M) Kaithal (1-F) Karnal (1-F) Mewat (1-F) (1-M) Panipat (1-M) (1-F) Panchkula (1-M) (1-F) Rohtak (1-M) (1-F) Sirsa (1-M) Yamuna Nagar (1-F)	1. Graduate preferably in B.A in Social Work Sociology/ Social Worker Social Sciences from a recognized university. 2. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 3. Basic computer Knowledge.	Rs. 18,536/-
7.	Accountant	11 Charkhi Dadri Gurugram Hisar, Jind Jhajjar, Karnal Mewat, Rohtak Sirsa, Sonipat Yamuna Nagar	1. B. Com or graduate in Mathematics from any recognized university 2. Additional weightage will be given to candidates with experience of 3 years as Accountant/ Accounts officer 3. Ability to work on MS Office (Word, Excel, PowerPoint, Internet) & tally with ease.	Rs. 18,536/-
8.	Data Analyst	10 Bhiwani Charkhi Dadri Hisar, Jhajjar Kurukshetra Narnaul, Panipat Rewari, Sonipat Yamuna Nagar	1. Graduation in Statistics/ Mathematics/ Economics/ Computer (BCA) from a recognized university. 2. Additional weightage will be given to candidates having experience of at least 1 year of working in ICPS 3. Basic computer Knowledge.	Rs. 18,536/-
9.	Assistant cum Data Entry Operators	10 Ambala, Bhiwani Charkhi Dadri Faridabad Fatehabad Gurugram Hisar, Jhajjar Rewari, Rohtak	1. 10+2 from a recognized Board 2. Diploma/ Certificate in Computers from recognized institution/ HARTRON 3. At least one year experience in the relevant field	Rs. 13,240/-

Sr. No	Name of Post	Vacant posts	Minimum essential educational qualification	Salary
10.	Outreach Worker	15 Bhiwani (2) Fatehabad (1) Faridabad (1) Gurugram (1) Hisar (1), Karnal (1) Mewat (1), Narnaul (1), Panipat (1) Panchkula (2) Rohtak (1) Rewari (1) Sirsa (1)	1. 10+2 2. Good Communication Skills. 3. Additional weightage will be given to candidates having experience of at least 1 year of working in Child helpline or women helpline or any helpline run by government.	Rs. 10,592/-

(I) HOW TO APPLY: -

- a) Candidates fulfilling the eligibility criteria laid down above, should apply and submit application form duly filled in along with the self-attested copies of the mark sheets, passing certificates, experience certificate, category/ caste certificate, certificate in support of age proof and any other relevant documents addressing to:

To,

**The Director General
Women and Child Development Department
Bays 15-20, Women Helpline, Basement, Sector-4
Panchkula -134112**

The envelope containing the application should be subscribed **“Application for the post of.....”**.

- b) Shortlisted candidates called for interview shall bring originals documents submitted for verification.

The following documents are required to submitted along with application form:

- i) 2 recent passport size color photographs.
 - ii) High School certificate for proof of Date of Birth/ Birth Certificate.
 - iii) Certificate of academic & professional qualifications and statement of marks of all the qualifications for all semesters/years (including 10th and 12th class)
 - iv) Proof of identity and address (Passport, Voter Id, Driving License, Aadhar Card etc.)
 - v) PAN Card
 - vi) Proof of professional experience as claimed in the application form. In respect of current employment, experience certificate/ joining letter along with last month's salary slip, Form 16 and other documents which clearly prove continuity in the job are to be attached. In case, certificates claim is not established from the proofs submitted, his/ her application is liable to be rejected.
 - vii) Any other documents in support of his/ her candidature.
 - viii) The number of posts mentioned above are indicative in nature. It may increase or decrease at the time of final selection depending upon actual requirement.
- c) Experience will be reckoned as on the date of advertisement.
- d) If any of the claims made by a candidate is found to be incorrect/ false, his/ her candidature will be rejected summarily.

- e) Candidates have to produce original documents of educational certificate and certificates of experience and other testimonials for verification at the time of interview. Interview will not be conducted if candidates fail to produce the original certificates/ testimonials/ documents on the date of interview. If any of the particulars stated by the candidates in the application is found to be incomplete or incorrect on verification, or if it is found that the candidate has wilfully suppressed any material fact/ information relevant to the consideration of his/ her case, without prejudice to any other that may be taken in consequence thereof, his/ her candidature will be summarily rejected.
- f) Candidates working in Govt./ PSUs/ autonomous bodies should apply through proper channel and bring NOC at the time of interview along with application forwarded through proper channel.
- g) Candidates have to produce character certificate duly signed by a Gazetted Officer at the time of interview/ joining as the case may be.

(II) General:

- a) The above post is purely on contract basis and are not for the regular establishment of WCD Department. No other perks or benefits would be admissible except those mentioned above
- b) No TA/DA/ journey expenses will be paid to the candidates for appearing in the interview. The candidates are advised to make necessary arrangements for his/ her travel/ stay well in advance, so as to reach the interview venue in time. In case, interview continues for the next dates, candidates will have to make their own arrangement of stay, at their own cost.
- c) Age 18-42 years and relaxation in age will be given to candidates belonging to reserved categories as per Haryana Govt. policy.
- d) Serving Govt. / PSU officials, if selected, will be allowed to join only after they are properly relieved from their parent organization.
- e) Candidates will be required to undergo medical examination after selection and will be considered for the proposed engagement only if found medically fit, in addition to other criteria.
- f) Department reserves the right to cancel/ enlarge/ modify/ alter the selection/ recruitment process at any stage including number of posts at any stage, without issuing any further notice or assigning any reason thereafter.

- g) The Department reserves the right to terminate the services at any time on giving one-month notice. However, in case of gross negligence/ misconduct/ irregularities, the contract appointment will be terminated with immediate effect and in such cases the employee will be liable for action as per law/policies of the Department.
- h) As far resignation from service is concerned, three months' prior notice is required to be submitted to the Department.
- i) The candidates who will be willing to work in any office under the control of Women & Child Development Department in the State shall be engaged initially for a period of one year which may be further extended on year to year satisfactory performance of the individual.
- j) The services of selected Candidates shall cease to expiry of the term and such candidates shall not be entitled for any claim for the regularization/ continuation of services or any other consequential benefits.
- k) No EPF/ ESI will be given to the selected candidates, remuneration mentioned against each post is consolidated.

(III) Selection Procedure:

- a) The applications will be scrutinized at Directorate of Women & Child Development Department by Selection Committee and candidates will be shortlisted based on merits. The said Committee will also conduct an interview of the shortlisted candidates.
- b) The recommendation of the said Committee shall be final and no further correspondence will be entertained in this regard.
- c) No application will be considered after the closing date i.e. 24th October, 2025. Further, all candidates are advised to visit the website of the Women and Child Development Department, Haryana <https://wcdhry.gov.in> regularly for updating themselves regarding date of interview, result and final selection of candidates.

Note: No other means of communication will be done with the applicants with regards to date of interview, result and final selection of candidates.

Date: 25.09.2025
Place: Panchkula

-Sd-
Monica Malik, Director General
Women & Child Development Department
Haryana, Panchkula