

## **Recruitment Advertisement**

### **Department of Social Welfare and Women Empowerment**

#### **Recruitment of Staff of Women Help Line (WHL) 181 & SRCW**

The Government of Tamil Nadu is implementing Women Help Line with an objective to provide 24 hours immediate and emergency response to women affected by violence, information about women related government schemes and programs across the country through a single uniform number 181 under State resource Centre for Women, Directorate of Social Welfare, Saidapet, Chennai-15

The Women Help Line (WHL) contact Centre is functioning at Amtex Towers, Siruseri, Chennai. It is proposed to recruit the following posts by the Director of Social Welfare on consolidated pay for a period of one year to handhold the Women Helpline contact centre on contract basis through the selection process. Applications are invited from eligible candidates belonging to the State of Tamil Nadu for the following posts.

1. Women Helpline Coordinator - 1
2. Monitoring & Evaluation Officer - 1
3. Data Manager - 1

The application form, educational qualification, age and other details are given in the [www.tn.gov.in](http://www.tn.gov.in) (Social Welfare & Women Empowerment Department).

Eligible candidates can apply for the above said posts in the prescribed application form along with a pass-port size photograph which is to be sent to the following address.

The Director  
Directorate of Social Welfare,  
2<sup>nd</sup> floor, Panagal Malligai,  
Saidapet, Chennai-15.

The applications for the above posts shall be submitted from 27.04.2022 to 12.05.2022 through post to the above mentioned address. The shortlisted candidates will be called for an interview by the Director of Social Welfare after scrutinizing of all applications.

The applications should reach this office within the stipulated date. The interview dates will be intimated to qualified applicants. The appointment will be purely on merit and experience basis. The discretion of the selection committee will be final in this regard.

Director of SW & WE Dept

**Application Form for the post of .....**

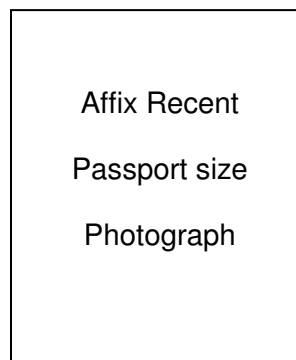
**1. Full Name of the applicant :**

**2. Date of Birth:**

**3. Address:**

**4. Mobile No:**

**5. E-Mail ID:**



**6. Educational Qualification: (In case you need more space, kindly attach separate sheets in the same format).**

S.No	Name of Degree/Diploma (as printed on your certificate)	University/Place	Duration		Main Courses of Study
			From	To	

**7. Brief Service Particulars and Experience:** (Starting from the most recent post. In case you need more space, kindly attach separate sheets in the same format).

Designation	Organisation	Duration		Brief Description of Duties
		From	To	

**8. Additional information**, if any, in support of suitability for the post:  
(Any other National or State level Recognition/Awards won/ Publications/ experience/ assignments relevant to the requirements of the post applied.)

9. It is certified that,

a. The information furnished in the application form and enclosed documents is correct.

b. If selected, I shall not hold office of profit or pursue any profession or carry on any business other than my designated position of ----- at the Women Help Line, SRCW of Directorate of Social Welfare & Women Empowerment.

**Enclosure:**

**Place:**

**Date:**

**(Signature of the applicant)**

## **Recruitment Positions and Qualifications**

### **1. WHL Coordinator (WC):**

The WHL Coordinator will oversee the development of the Universalization of 181 WHL Scheme at State level, including management of 181 WHL Contact Center. She/He will be responsible for coordinating with support structures like OSCs and other social welfare programs/ government/non-government programs for women and the girl children at district level, and ensure effective implementation of the Universalization of Women Helpline Scheme along with State and Central Schemes.

**Qualification and Experience:** Post graduate in MSW or Social Work related fields with 5 years' experience in development sector/ project management with Excellent interpersonal skills with Capability of meeting short deadlines and Willing to travel extensively to districts in Tamilnadu. Preferably with Previous work experience with the Government. The candidate should have a good command over written and spoken English & Tamil. Age limit: 30-45 yrs- Salary: Rs.40,000/- PM No. of Vacancies:1

### **2. Monitoring and Evaluation Officer (M&E):**

The M&E Officer will be responsible for implementing the overall M&E strategy for 181 WHL including the roll out of CRM/MIS system, data quality, control, data analysis, and data visualization to identify key outcomes and learnings to advise 181 WHL implementation. The position will also be responsible for design of service level data collection from service stakeholders, qualitative and quantitative assessments to evaluate regular tracking of 181 WHL activities including awareness generation.

**Qualification and Experience:** Post graduate in MBA, Statistics or related fields with Minimum 3 years' experience in M&E design and implementation preferably in sectors like women and development and/or gender based violence, Expertise in advanced excel and digital platforms like google dashboard, SPSS/STATA, BI Tools, etc., Should have skills, especially in CRM/MIS Software and statistical software, Excellent interpersonal skills and should be capable of meeting short deadlines and willing to travel to extensively to districts in Tamil Nadu and work with service stakeholders. The candidate should have a good command over written and spoken English & Tamil. Age limit: 30-45 yrs, Salary: Rs.35,000/- PM No. of Vacancies: 1

### **3. Data Manager:**

The Data Manger will be responsible for the Online data of the Schemes implemented by the SW Department, follow up activities for the Department Website, Coordination between TNeGA and NIC regarding details of the data of different schemes, Coordination between district staff on the usage of mobile application for the verification of Scheme applications, Online dash board clearance by the districts, regular trainings to field staff and district team on the online and dashboard completion.

**Qualification and Experience:** B.E./ B.Tech in Computer, IT, ECE, EEE, or any other Data/ computer/ electronics related field or any Graduate with Degree/ diploma in IT/ Data/ computer/ electronics with minimum of 2 years of experience in data management, and web based reporting formats at the level of state/ district/ Non-Governmental/ IT organization. Good command over Tamil and English, Age limit: 25-35 yrs, Salary- Rs.20,000/- PM, **No.of Vacancies:1**