



**Recruitment of Staff for State Adoption Resource
Agency under the control of Social Welfare Department –
Chepauk, Chennai – 600 005.**

Under Integrated Child Protection Scheme, the Department of Social Welfare and Nutritious Meal Programme has formed a State Child Protection Society which aims at providing a protective environment for all children in order to enable them to develop into responsible individuals.

Under this society various Service Delivery Structures are to be formed. One among which is SARA (State Adoption Resource Agency) which will promote in-country adoption and regulate inter-country adoption.

The following posts on consolidated pay are to be recruited by the Director of Social Welfare, Chepauk, Chennai-5, on contract basis for 3 years. Eligible candidates (both Male and Female) between the age 25 to 45 years can apply for the below said post along with their Bio-data with a pass-port size photograph on or before 10.10.2010 to Directorate of Social Welfare, Old Engineering Complex, Chepauk, Chennai – 5. (phone.No.28545745, 28545746)

S.No.	Name of the post	No. of post	Consolidated pay per month Rs	Prescribed Qualification
1.	Programme Manager	1	Rs.20,000/-	<ul style="list-style-type: none"> ➤ Master Degree in Sociology / Social Work ➤ Fluency in English & Tamil language ➤ Knowledge in Computer (Ms-word, Ms-Excel, Power point) ➤ Preference will be given to Candidate who posses knowledge/experience
2.	Programme Officer	2	Rs.15,000/-	<ul style="list-style-type: none"> ➤ Bachelor Degree in Sociology / Social Work ➤ Fluency in English & Tamil language ➤ Knowledge in Computer (Ms-word, Ms-Excel, Power point) ➤ Preference will be given to Candidate who posses knowledge/experience
3.	Accountant	1	Rs.8,000/-	<ul style="list-style-type: none"> ➤ B.com/B.A Corporate/B.B.A ➤ Fluency in English & Tamil language ➤ Knowledge in Computer (Ms-word, Ms-Excel, Power point) ➤ Preference will be given to candidate who posses the knowledge/experience
4.	Programme Assistant	1	Rs.5,000/-	<ul style="list-style-type: none"> ➤ Any Degree ➤ Basic Knowledge in computer – Data Entry ➤ Fluency in English & Tamil language ➤ Preference will be given to candidate who posses knowledge/experience

The applications should reach this office within the stipulated date. Application received after the due date will not be considered. The appointment will be purely on merit and experience basis. The discretion of the Director of Social Welfare will be final in this regard.

Director of Social Welfare