

Recruitment Advertisement

Department of Social Welfare and Women Empowerment

Recruitment of Staff of Women Help Line (WHL) 181

The Government of Tamil Nadu is implementing Women Helpline 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 uniformed number 181 under State hub for empowerment of women, Commissionerate of Social welfare, kamarajar salai, Chennai – 600 005.

The Women Help Line (WHL) contact center is functioning at Directorate of Social Defence, Kelley's Campus, Chennai. It is proposed to recruit the following posts by the Commissioner of Social Welfare on consolidated pay for a period of one year to handhold the Women Helpline contact center on contract basis through the selection process. Applications are invited from eligible candidates belonging to the State of Tamil Nadu for the following post.

1. Call Operators: 05
2. Multi-Purpose Staff: 02
3. Security/ Night Guard: 03

Eligible candidates can apply through Online for the above said posts. The application form, educational qualification, age and other details are given in the www.tnsocialwelfare.tn.gov.in (Social Welfare & Women Empowerment Department).

The deadline for application has been fixed 28-10-2024 to 11-11-2024. The shortlisted candidates will be called for an interview by the Commissioner of Social Welfare after scrutinizing of all applications.

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.

Sd/ R. Lilly
Commissioner of Social Welfare

//BY ORDER//


For Commissioner of Social Welfare

25/10/2024

Recruitment Position and Qualification

S.no	Designation	No. of Staffs	Qualifications/ Experience	Age	Roles and Responsibilities	Salary
1.	Call Responders	5	UG/PG in Social Work/Sociology/ Social Science/Psychology/Public/ Administration/ any degree and having good communication skills in Tamil, Hindi & English and having requisite qualifications and experience of working on telecom / web based relevant systems will be qualified for the role.	Below 35	<p>i) She will attend the calls; do primary referrals, does data entry and forward serious cases and cases which need first point counselling to Helpline Administrator.</p> <p>ii) She Will Provide information about the Government Schemes and programmes related to Women protection and Women Rights.</p> <p>iii) She will provide all the assistance to women applying for any such above mentioned schemes or programmes and de them through the process to be adopted for accessing the same.</p> <p>iv) She will help the Helpline Administrator in attending missed calls.</p> <p>v) She will be responsible for</p>	16,500/- each

					other work as assigned by the Helpline Administrator. vi) She/he assigned to work 24/7 in rotational shift and to take rotational fixed week off.	
3.	Multipurpose Staff	2	Local Resident experienced in working at government or Corporate Offices.	Below 55	i) She/he would be responsible for maintaining hygiene and sanitation at Helpline. ii) She/he will be responsible for the house keeping at WHL. iii) She/he assigned to work 24/7 in rotational shift and to take rotational fixed week off.	15,000/- each
4.	Security Guard/ Night Guard	3	Local resident experienced working at government or Corporate Offices, Preference for Retired military/ para military personnel.	Below 55	i) She/he will be responsible for the overall security of Helpline Centre. ii) She/he would be responsible for safety of all capital assets, furniture and equipment at WHL. iii) She/he assigned to work 24/7 in rotational shift and to take rotational fixed week off.	12,000/- each

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	Organization	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.

Enclosure:

Place:

Date:

(Signature of the applicant)