

UTKAL BALASHRAM, BRAHMAPUR SAKHA, BRAHMAPUR

No. 263

Date. 19.9.26

ADVERTISEMENT

Online applications are invited from eligible dedicated female professionals for the post of Probation Officer cum Child Welfare Officer, Paramedical, Manager, Chowkidar, Specialized Adoption Agency, PET Instructor cum Yoga Teacher, Cook, Helper cum Nightwatchman, Arts Crafts cum Music Teacher, at Utkal Balashram, Brahmapur. Applicants having work experience in Child Welfare and Child Protection will be preferred for the above mentioned posts. The posts are purely contractual, time bound, and co-terminus with the scheme or depending on the satisfactory performance whichever is earlier. The period of engagement will be initially for one year and may be extended further depending on the performance appraisal of the candidate.

Eligible candidates may apply online in the E-mail. link. ubbsgm03@yahoo.com with all required documents and testimonial and also dispatch hard copies of the same documents through speed post/registered post only addressed to the Secretary, Utkal Balashram, Gosaninuagaon, Brahmapur Sakha, latest by 05.10.2026, 5.30PM. The application to be superscribed, "Application for the Post of _____" at Utkal Balashram, Brahmapur. Application received after due date and time, or by hand or any other mode will be rejected. The authority reserves the right to cancel or modify the advertisement without assigning any reason thereof. Selection of candidates will be made based on the Mission Vatsalya guidelines 2022 & protocol of engagement laid down in the Resolution no.10102/WCD-CW-MISC-0023/2020 dtd 15.9.2020 circulated by the Government in Women and Child Development Department, Govt. of Odisha or as decided by the Staff Selection Committee, constituted for this purpose. Details of vacancy, eligibility criteria, other terms and conditions are available in the Ganjam district website www.ganjam.nic.in for reference.


DSWO, Ganjam cum-
Secretary, Utkal Balashram
UTKAL BALASHRAM
Brahmapur Sakha

Advertisement for Vacancy Fill up at Utkal Balashram, Brahmapur, Ganjam, Odisha

The details post vacancy, qualification, age, remuneration are as mentioned hereunder

Name & no. of post	Qualification required	Age limit	Monthly remuneration
Probation Officer cum Child Welfare Officer (1)	Graduates preferably in Social Work/Sociology/Social Sciences/L.L.B from a recognized University Experience of at least 2 years of working with Govt./NGO, legal matters preferably in the field of Women and Child Rights Proficiency in Basic Computer	21-45 Age as on 01.01.2026	Rs.23170/-
Manager, SAA (1)	Master in Sociology, Social Work, and Psychology Proficiency in computers		Rs.23170/-
Paramedical (1)	Compounder, Pharmacist, having Diploma in Ayurvedic, Homoeopathic, Unani from institutions recognized by the Government		Rs.11916/-
PT Instructor cum Yoga Teacher (1)	B.Ped from a recognized University or equivalent		Rs.10000/-
Art Craft cum Music Teacher (1)	Bachelor or Diploma in Visual Art from a recognized University/Bachelor or Diploma in Music from a recognized University or equivalent/Bachelor or Diploma in Sculpture Ceramics, Paper Craft, Wood Craft etc		Rs.10000/-
Helper cum Night Watchman (2)	Under Matric (8 th -10 th)		Rs.7944/-
Cook (1)	Under Matric (8 th -10 th)		Rs.9930/-
Chowkidar(1)	Under Matric (8 th Pass)		Rs.7944/-


 Secretary
UTKAL BALASHRAM
 Berhampur Sakha

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The following documents must be attached with the application form:-

- i. Self attested photocopy of certificates and mark sheets from HSC onwards
- ii. Self attested photocopy of professional certificates and mark sheets
- iii. Certificate of work experience on Child Welfare/Child Protection

The recruitment shall be made based on career marking only as per weightage assigned below. Preference will be given to the candidates who have experience on working with children in need of care and protection and children in conflict with law

Sl. No.	Qualification	Weightage
1	Secondary	10
2	Higher Secondary	15
3	Graduation	25
4	Post Graduation	30
5	Any other professional course/training related to child right and its protection or MPhil, PhD	10
6	Work experience	10
Total		100

The merit list shall be drawn based on weightage percentage of marks obtained in all the v6 categories mentioned in the table above. In case more than one candidate has equal marks, the candidate with more experience of working on child rights will be given preference. The decision of the staff selection committee in regard to all aspects shall be final and binding

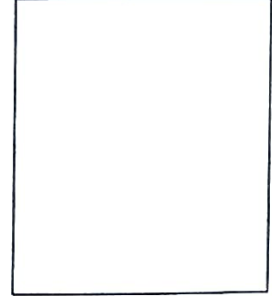
The staff selection committee shall make and recommend the name of 5 candidates for each post as above mentioned. Candidates scoring the highest marks will be called for a verification of certificates prior to issue of appointment order. The panel will be valid for one year from the date of approval of the Collector cum Chairman, Utkal Balashram, Brahmapur.

The management committee of the child care institution will be the authority to issue the engagement order to the newly recruited staff.

DSWO, Ganjam –cum-Secretary,
Utkal Balashram, Brahmapur Saklha

Sd/
Secretary
UTKAL BALASHRAM
Berhampur Sakha

APPLICATION FORM



1. Application for the post of _____
2. Name of the Candidate _____
3. Fathers Name _____
4. Mothers Name _____
5. Date of Birth _____
6. Age as on 01.04.2026 _____
7. Nationality _____
8. Sex _____
9. Contact no. _____
10. Email ID _____
11. Marital Status _____
12. Permanent Address _____
13. Address for Correspondence _____

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14. Educational Qualification

Qualification	Year of passing	Name of Board/University	Subjects taken	Total marks	Secured mark	% of mark

15. Employment details (previous work experience) attach self attested photo copies of experience certificate

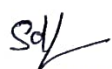
Name of the Office/Organization	Designation	Key responsibilities handled	Period	
			From	To

16. Current Employment

Name of the Office/Organization	Designation	Job responsibilities	Working from Year	Monthly salary

17. Computer Literacy

Package/Application	Details of exposure proficiency


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18. Language Known

Language	Ability to converse	Ability to read	Ability to write
English			
Odia			
Hindi			
Others (specify)			

DECLARATION

I _____ D/o/S/o _____
do hereby declare that the information's furnished by me in the application
form are true, genuine and correct to the best of my knowledge and belief
and nothing has been suppressed

Place

Full Signature of the Applicant

Date:

Sd/
**DSWO, Ganjam -cum-
Secretary, Utkal Balashram
Brahmapur Sakha
Secretary
UTKAL BALASHRAM
Berhampur Sakha**