

Department of Social Welfare, Women & Child Development Chandigarh Administration

Applications are invited for the post of Call Operators (on Contractual basis) initially for a period of one year:

Sr. No.	Name of the Post	Unit	No. of Post	Qualification & Eligibility Criteria	Experience	Age	Salary Structure
1.	Call Operator – Day and Night Shift Basis	Child Helpline-1098 under Union Territory Child Protection Society	01 post of Male/Female	Graduate from recognized board or institution	Any person having good communication skills in Hindi, English and/or regional languages and have requisite qualifications and experience of working on telecom/web based relevant systems	18-37 years	Rs. 25,389 /- Per Month (Fixed including EPF)
2.	Call Operator - Day and Night Shift Basis	Women Helpline-181 under Chandigarh Child and Women Development Corporation Limited	02 posts of Female				

Note 1: Complete application of Call Operator, Child Helpline-1098 and Women Helpline-181 should be sent to the O/o Member Secretary, UTCPS, Sector 19-B (Opposite House No. -1042), Chandigarh before & on 16.5.2025 by 3.00pm

Note 2: Documents to be attached with the application form include: i) One copy of latest passport size photograph which should be pasted on the application form;
ii) Self-Attested photocopy of testimonials of essential qualification and experience along with resume;

Note 3: Application form can be obtained from the official website of Chandigarh Administration: www.chandigarh.gov.in and Social Welfare Department: www.chdsw.gov.in.

Note 4: An application letter will be summarily rejected if: i) Applicant does not mention the name of the post applied for; ii) The application is unsigned/incomplete; iii) The application is received in the office after closing of date and time.

Note 5: Date and time of interview will be intimated to the eligible candidates.

Note 6: Candidates who wish to apply for both units i.e. Child Helpline-1098 & Women Helpline-181 shall submit **separate applications** for each unit. Please ensure that each application is distinct and includes the necessary details relevant to the specific post you are applying for.

The Competent Authority reserves the right to cancel the selection process at any time and at any stage without assigning any reason thereof.

-Sd-
Member Secretary
UTCPS, Chandigarh Administration

Regd. Office:
Union Territory Child Protection Society, 2nd floor, Sector-19 b, Chandigarh
(Opposite H. No. 1042)
Phone No.: 0172-2548000, 0172-2780140

APPLICATION FORM

Post applied for: ☐ Child Helpline-1098 ☐ Women Helpline-181

Full Name : _____

Father's Name/ Husband's Name: _____

Permanent Address:

Correspondence Address:

Mobile No. : _____ Email ID: _____

Date of Birth: _____ Present Age as on date of advertisement: _____ yrs.

Educational Qualification:

Qualification	Subjects		Name of School/University	Marks obtained	Total Marks	%	Year of passing
	Principal	Subsidiary					
10 th							
12 th							
Diploma							
Graduation							

Post-Graduation							
Any Other							
Any other							

Work Experience (If any):

Name of organization	Designation	Nature of Duties	Period		Duration
			From	To	

Declaration: *"I hereby declare that all the statements made in the application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue/false/incorrect or I do not satisfy the eligibility criteria, my candidature/appointment will be cancelled/terminated without assigning any reason thereof. I have read the contents of the advertisement and agree to abide by the rules, regulations and procedures for appointment to the post applied for."*

Date:

Place:

(Signature of the applicant)