

DIRECTORATE OF SAMOOHIKA SANNADHASENA
GOVERNMENT OF KERALA

No. DSS/06/24/GEN - Recruitment

26/06/2024

NOTIFICATION

The **Directorate of Samoohika Sannadhasena (DSS)**, invites applications from qualified and competent candidates who have *Masters in Social Science with min 50% mark and minimum 1 year of experience in working with Government projects/ NGOs in the field of Disaster Management/Social Welfare Projects* for appointment to the post of Project Coordinator on **a contract basis for one year**. Interested candidates may apply via **ONLINE mode** only by filling out the prescribed application form given on the website of Samoohika Sannadhasena, Thiruvananthapuram (<https://sannadhasena.kerala.gov.in/notificationmal>). The online application submission link will open on **01/07/2024(10.00 AM)**. The last date for submitting an online application is **10/07/2024 (05.00 PM)**.

Note: *Candidates will have to upload their updated CV, passport-size photograph (taken within six months) and copies of certificates proving qualification and experience while applying. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200 kB. The CV and the copies of certificates shall be either in JPEG format or in PDF format, and shall not exceed 3MB size. For details refer the website of Samoohika Sannadhasena <https://sannadhasena.kerala.gov.in/>*

DETAILS OF THE POST

The details regarding the qualification and experience required, number of vacancies, upper age limit and remuneration are given in the table below.

Sl. No	Post name	Qualification*	Experience	Job Profile	Age Limit (As of 01.06.2024)	Remuneration	Selection Process
1	Project Coordinator <i>Vacancy: 02</i>	<ul style="list-style-type: none"> ● Masters in Social Science with min 50% mark ● Sociology/ Social Work/ Public Administration/Public Policy preferable ● Specialization in Community Organization/ Disaster Management is preferable 	<ul style="list-style-type: none"> ● Minimum 1 year Experience in working with Government projects/ NGOs in the field of Disaster Management/Social Welfare Programs ● Working in the field of policy making/advocacy/ Disaster Management/Community Engagement is desirable. 	<ul style="list-style-type: none"> ● Coordinating the community volunteer activities to the State Volunteer Program”. ● Mobilizing volunteers by integrating advocacy and communication strategies. ● Assistance in conducting awareness campaigns, training programs and events. ● Required to travel ● Work Location: Thiruvananthapuram (Ready to relocate) 	Max 32 years	Rs. 30,000/- per month, consolidated pay (All expenses incurred for official journeys will be reimbursed)	<ul style="list-style-type: none"> ● Initial shortlisting of the Resume/CV ● Offline examination (both Objective & Descriptive) ● Personal Interview

Important instructions for the candidates

- Candidates should apply through online mode only.
- The resume/CV uploaded by the candidates should match the eligibility criteria prescribed by DSS to be considered for the next round.
- It shall be noted that admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before the test/interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
- DSS reserves the right to shortlist only a limited number of candidates for test/group discussion/interview, as the case may be for the post based on marks secured in their qualifying examination and/or years of relevant experience. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
- Internships/Fellowships done after your academics will only be considered as relevant experience. Internships done as part of your academics will not be considered as relevant experience.
- The selection will be on merit basis only.
- DSS has, in this notification, mentioned a few desirable courses as basic qualification. As Social Sciences is a vast field, candidates from various other backgrounds of social sciences may also apply. To consider the same will be the sole discretion of DSS.
- Have a valid personal e-mail ID and mobile no., which should be kept active till the completion of this Recruitment Process. All official communication will be sent to the registered e-mail ID of the candidate.
- Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/entertained after the submission.
- Intimations will be sent by e-mail only to the e-mail ID registered in the online application form. Directorate of Samoohika Sannadhasena shall not be responsible if the information/intimations do not reach candidates in case of change in e-mail address, and technical fault or otherwise, beyond the control of Directorate of Samoohika Sannadhasena and candidates are advised to check their registered e-mail account from time to time during the recruitment process.
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. DSS reserves the right to fill or not to fill the post advertised.
- **Apply here : [Google Form Link](#) (Link is also provided in the website)**
