

**OFFICE OF THE GRAM VIKAS PARISHAD
RANGALOO :: NAGAON :: ASSAM**



SITUATION VACANT

Ref. No. GVP/612/DDAC/2024-25/133970

Date: 17/03/2025

Applications are invited from the eligible candidate(s) for filling up the following post(s) of the project namely **District De-Addiction Centre (DDAC)** at Rangaloo, Dist. Nagaon (Assam) under the Scheme of National Action Plan for Drug Demand Reduction (NAPDDR) under the Ministry of Social Justice & Empowerment, Govt. of India implemented by the GRAM VIKAS PARISHAD, Rangaloo, Nagaon (Assam) against the criteria mentioned below.

Sl. No.	Name of Post	No. of Post	Educational Qualification	Other Qualification(s)/Preference(s)
1	Manager cum In-Charge	1	Post Graduate	2 years of administrative experience or Graduate with 5 years of administrative experience in institutes/organizations preferably in the field of drugs and possessing working knowledge of computers.
2	Project Coordinator for Indoor & outdoor activities	2	Graduate	3 years experience in institutes/organizations working in the field of drugs and possessing working knowledge of computers.
3	Trainer cum Supervisor of peers and community mobilizer	2	12th Pass	Two years experience in institutes/ organizations working in the field of drugs.
4	Outreach worker and follow-up supervisor	2	Should be literate	Ex-drug user with 1-2 years of sobriety, Willing to work among vulnerable and drug using population and possessing good communication skills. Agrees to refrain from using, buying, or selling drugs; Ready to work for the prevention of harmful drug use and relapse.
5	Accountant (one accountant cum Clerical Assistant and other one to be documentation Assistant)	2	Graduate in Commerce	Knowledge of accounts and working knowledge of computers.
8	Cook	1	Should be literate	---
9	Chowkidar	2	Should be literate	---
10	House Keeping	2	Should be literate	---
11	Doctor (Full time)	1	MBBS with registration with medical council / medical commission	Should undergo training arranged by the MOSJE / NISD within three months of joining the DDAC."
12	Counsellor/ Social	2	Graduate in	1-2 years' experience in the field and should have

	Worker/ Psychologist		social sciences preferably in Social Work/ Psychology with	knowledge of English as well as one regional language. Preference shall be given to the person holding a Certificate of Training Course in de-addiction counselling from recognized institution.
13	Yoga therapist/ Dance Teacher/ Music Teacher/ Art teacher (Part time)	1	Possessing experience of at least three years in the discipline	----
14	Nurse (Full Time)	2	A qualified nurse with GNM/B.Sc. nursing degree and should be willing to be trained by the agency, as decided by MSJ&E.	-----
15	Ward Boy	2	Class 8th pass	Experience of working in Hospitals/ Health Care Centres/ de-addiction centres.

Last date of receipt of Application(s) is 25/03/2025 and date of interview (viva) will be held on 27/03/2025 at 11:00 AM.

Application may be submitted through email at gramvikasparishad@gmail.com

Venue: Administrative office of the GRAM VIKAS PARISHAD, at Elphinstone Complex (FGI Senior Secondary School), M.B. Road, Fouzdaripatty, Nagaon (Assam).

Contact Number: 98591-31245(M), President, GRAM VIKAS PARISHAD

Note: No TA/DA will be provided to the candidates for attending the interview.


President
GRAM VIKAS PARISHAD

Copy to:-

1. The District Commissioner, Nagaon for information and necessary action,
2. The Superintendent of Police, Nagaon for information and necessary action,
3. The Joint Director Health Service, Nagaon for necessary action and necessary action
4. The District Employment Officer, Nagaon for information and necessary action,
5. The District Social Welfare Officer, Nagaon for information and necessary action,
6. The Editor, (Print Media) for wide publicity,
7. Office notice board for wide publicity.


President
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