

A registered Society under the aegis of  
Ministry of Personnel, Public Grievances and Pensions,  
Samaj Sadan, Lodhi Road Complex, New Delhi-110003.

Dated 28<sup>th</sup> August, 2017

**Subject:- Engagement of workers in Grih Kalyan Kendra, Faridabad for gaining work experience.**

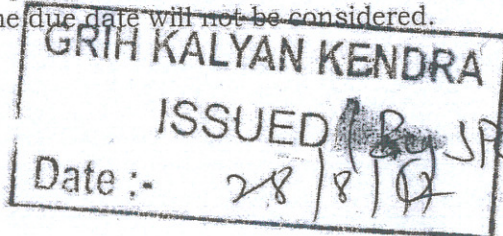
The Grih Kalyan Kendra (GKK) is a society under the Societies Registration Act, 1860 and functions under the aegis of Ministry of Personnel, Public Grievances and Pensions. The main objective of the Kendra is to help the needy Government employees especially covering the women and children, belonging to lower income groups, who are in the genuine need of temporary rehabilitation by giving them training and experience in certain Craft, Creche and Nursery class activities run by the Kendra which would enable them to supplement their domestic income and help in seeking avenues of employment elsewhere. They are paid only honorarium and are not entitled to any service benefits. It is expected only to be a stepping stone and training ground for more and more needy dependants of Central government employees but not give them any regular employment.

2. It is proposed to engage workers for the following posts from the dependents of Central Government employees having the requisite age, qualifications etc given below:-

Sl. No.	Post	Age	Qualification	Honorarium
1	Day Care Attendant	Below 45 years on the last date of receipt of applications (relaxable up to 5 years) in the case of candidates possessing higher qualifications/experience	8 <sup>th</sup> passed. Preference will be given to candidates having past experience in similar work.	Rs. 4800/- (Consolidated)

3. The workers in GKK are engaged initially for a period of one year. However, the engagement may be extended by the Competent Authority up to a maximum period of five years on year to year basis subject to satisfactory performance and requirement of the post. The persons so engaged shall be paid a fixed honorarium as mentioned above or as decided by the GKK Board from time to time.

4. It is requested that publicity may kindly be given amongst the Central Govt. employees working in the Ministry/Department including attached and subordinate offices who may apply as per enclosed format for the post for which they are eligible. The completed applications along with the required enclosures may be forwarded to **Secretary, Grih Kalyan Kendra, Samaj Sadan, Lodhi Road Complex, New Delhi-110003** within a period of 30 days from the date of issue of the circular. Applications completed in all respected, shall only be considered. Applications received after the due date will not be considered.



*(M.L. Sharma)*  
28/8/2017  
Administrative Officer  
011-24616219

Copy to:-

- ✓ Centre-in-Charge, Faridabad for giving wider publicity.
2. Section Officer (Welfare), Welfare Division for uploading on DOP&T's website.





**GRIH KALYAN KENDRA**  
**Application for the post of Day Care Attendant in Faridabad Centre**

1. Name of the post applied for: \_\_\_\_\_
2. Name & Address: \_\_\_\_\_  
\_\_\_\_\_
- Tel No. \_\_\_\_\_
3. Sex: F ☐ M ☐
4. Marital Status: Married ☐ Unmarried ☐
5. Date of Birth : \_\_\_\_\_
6. Father's / Husband's Name: \_\_\_\_\_
7. Educational & Other Qualifications : \_\_\_\_\_  
\_\_\_\_\_
8. Experience, if any: \_\_\_\_\_  
\_\_\_\_\_ (Separate sheet may be attached, if needed)
9. Whether earlier worked with GKK or some other family member is working in GKK.  
If so, details thereof: \_\_\_\_\_
10. A. Whether dependent of Central Government Employee : \_\_\_\_\_  
B. If Yes, furnish following: \_\_\_\_\_
  - (a) Name of the Central Govt. employee \_\_\_\_\_
  - (b) Relationship : \_\_\_\_\_
  - (c) Desig. & Office Address : \_\_\_\_\_
  - (d) # Pay Scale, basic pay & total emoluments : \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
(Signature of applicant)

- Notes: (1) Please enclose attested copy of CGHS Card or any other valid proof of dependency, if CGHS Card is not available
- (2) # Please enclose pay Certificate of the Central Govt. employee from the competent authority.
- (3) Photocopies of Certificates regarding qualifications and experience be attached.
- (4) Incomplete forms will not be considered.
- (5) Please fill up one form for one post.