



GOVERNMENT OF SIKKIM
WOMEN, CHILD, SENIOR CITIZEN & DIVYANGJAN WELFARE DEPARTMENT
5TH MILE, LUMSEY, GANGTOK

Ref. No: 167/WCSC&DWD/WS/2026-27

Date: 25/05/2026

EMPLOYMENT NOTICE

Applications are invited from eligible local candidates for filling up the following 24 temporary posts in various capacities for One stop Centre, Women Helpline, Sakhi Niwas and Hub for Empowerment Women scheme under Mission Shakti, a centrally sponsored scheme of the Ministry of Women & Child Development, Government of India implemented by Women, Child, senior Citizen and Divyangjan Welfare Department, Government of Sikkim on purely temporary/co-terminus basis with the project. The details of the post and eligibility criteria are as under.

ONE STOP CENTRE

Sl No	Name of Post	Vacancy	Educational Qualification	Remuneration per month
1.	Centre Administrator	1	Post Graduate in Law/ Social work/ Sociology/ Social Science/ Psychology. At least 5 Years experience of working on women related relevant domains in an administrative set-up with a government or NGO project/ program and preferably with at least 1 year experience of counselling either within or outside the same setup.	Rs. 25,000/-
2.	Case Worker	2	Graduate in Law/ Social Work/ Sociology/Social science/Psychology. At least 3 years' experience of working on women related relevant domains in a government or NGO project / program.	Rs. 15,000/-

3.	Para Legal personnel/lawyer	1	Graduate in Law/ with legal training or knowledge of Laws. At least 3 years' experience of working within a government or non-government women related projects/ program at the district level or to any practicing Lawyer with at least 2 years' experience of litigation in any court of law.	Rs. 20,000/-
4.	Para Medical Personnel	3	Diploma in paramedics with a background in health sector and preferably with at least 3years experience of working on women related relevant domains in a government or NGO project / program at the district level.	Rs. 20,000/-
5.	Psycho-social counsellors	3	Professional degree/diploma in Psychology/Psychiatry/ Neurosciences with a background in health sector and preferably. At least 3 years' experience of working on women related relevant domains in a government or NGO project / program at district level.	Rs. 17,000/-
6	IT staff/ Office assistant with computer knowledge	2	Graduate with at least Diploma in computer/IT etc. Minimum 3 years' experience in data management, process documentation and web- based reporting formats, video conferencing at state or district level with government or NGO/IT- based organization.	Rs. 15,000/-
7.	Multi-purpose staff/ cook/ helper	8	High school pass or equivalent will be preferred.	Rs. 12,000/-

HUB FOR EMPOWERMENT OF WOMEN

Sl.no	Name of Post	Vacancy	Eligibility Criteria	Remuneration per month
1.	Multi-Tasking Staff	2	High school pass or equivalent will be preferred.	Rs.12,000/-

Sakhi Niwas

Sl.no	Name of Post	Vacancy	Eligibility Criteria	Remuneration per month
1.	Sakhi Niwas Manager	1	Graduate in Social Work/Psychology/ Sociology with 03 years supervisory of experience in running experience to ensure smooth functioning of the hostel. The manager must live at the hostel and provide overall supervision to ensure smooth functioning of the hostel.	Rs. 15,000/-
2	Caretaker	1	Higher secondary/10+2 or equivalent qualification from a recognized board with 2 years of experience as caretaker of building and supervision of work of multi-tasking staff or equivalent staff.	Rs. 12,000/-

Interested Candidates fulfilling the eligibility criteria may apply in the prescribed application form addressed to the Special Secretary, Women, Child, Senior Citizen and Divyangjan Welfare Department Development Department, attached below along with following documents to the office of Special Secretary, WCDD, Lumsey, Gangtok on or before 04th June, 2026 by 4.30 PM. Applications shall not be entertained after the stipulated date and time.

REQUIRED DOCUMENTS:

1. Attested copies of requisite essential qualification from recognized Board/ University from Class X onwards.
2. Attested copy of Sikkim Subject Certificate/ Certificate of Identification from concerned Authority.
3. Attested copy of valid Employment Card.

4. No objection Certificate from the Secretary/ Head of Department in case of any employee serving in the Government Department.
5. Experience Certificate.
6. One passport size photograph.
7. Original Documents should be produced on the date of interview.
8. Age limit shall be as per State Government norms.

TERMS AND CONDITIONS:

1. The selection process shall be observed as per mandate and shall be conducted by the authorised Selection Committee through walk-in-interview on 08th June 2026 from 10 AM onwards.
2. All applicants fulfilling the prescribed eligibility criteria may submit their application along with all requisite documents.
3. All applicants must be in good physical and mental health and capable of discharging his/her duties.
4. The selected candidates shall be posted in any district of the State.

The Women, Child, Senior Citizen and Divyangjan Welfare Department reserve the right to reject any applications which do not fulfil the above terms and conditions. Interview will be held on 08th June 2026 from 10AM onwards.


**Additional Director
Women Section
WCSCDWD**

To,
The Special Secretary
Women, Child Senior Citizen and Divyangjan Welfare Department
Government of Sikkim

APPLICATION FORM

MISSION SHAKTI

**WOMEN, CHILD, SENIOR CITIZEN AND DIVYANGJAN WELFARE DEPARTMENT
GOVERNMENT OF SIKKIM**

[Photo]

NAME: MR. / MRS./MS. _____

FATHER/HUSBAND'S NAME: _____

DATE OF BIRTH: _____

CATEGORY: ST/SC/OBC/GEN: _____

PERMANENT ADDRESS: _____

ADDRESS FOR CORRESPONDENCE: _____

PHONE NUMBER & EMAIL ID: _____

POST APPLIED FOR: _____

CERTIFIED EXPERIENCE CERTIFICATE: _____

ACADEMIC QUALIFICATION: _____

SSC/COI NUMBER: _____

Signature of the applicant with date

Note: Please fill up the form in block letter