F.No. 8/58/2007-GKK/1504

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

Dated:24.07.2019

Subject: - Engagement of workers in Grih Kalyan Kendra Chennai for gaining work experience.

The Grih Kalyan Kendra (GKK) is a Society registered under the Societies Registration Act, 1860, functioning under the aegis of Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, Government of India. The GKK runs various welfare activities for the benefit of Central Government employees and their dependants.

2. The main objective of the Kendra is to help the needy Central Government employees belonging to lower income groups, who are in genuine financial and psychological need of temporary rehabilitation, by giving them training and experience which would enable them to supplement their domestic income and help them to acquire skill and experience for seeking better avenues of employment elsewhere.

3. 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 to give them any regular employment.

4. It is proposed to engage workers for the following posts in Grih Kalyan Kendra at Chennai from the **dependents of Central Government employees (Serving/Retired/deceased)** having the requisite qualifications etc as given below:-

S.No.	Post	Age	Qualification	Honorarium (per month)
1.	**Care Taker**	Not exceeding 30 years (35 years in case of spouse) (relax able for 10 years for ex-serviceman) on the last date for receipt of applications	10th passed or equivalent from a recognized Board/University. **Desirable:** (i) Preference will be given to candidates possessing higher educational qualifications/ experience.	**Rs. 6840/- (Consolidated)**

Documents required to be submitted for the above mentioned posts:-

(i) Attested copy of CGHS Card or;
any other valid proof of dependency, if CGHS Card is not available.
(ii) Latest Salary Slip, if dependent of a Central Government employee.
(iii) Photocopies of Certificates regarding Date of Birth, qualifications and experience.
(iv) Residence proof.
(v) Copy of Pension Payment Order, in GKK department on retired Govt. employees.

5. 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 for continuation of the post. The persons so engaged shall be paid a fixed monthly honorarium as mentioned above or as decided by the GKK Board from time to time.

24/7/19

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New Delhi-110003.

Dated29.07.2019

VACANCY NOTICE

Applications are invited from the dependants of **Central Govt. employees** for engagement to the post of **Care Taker** in Grih Kalyan Kendra, **Chennai** Centre purely on contract basis initially for a period of one year, extendable up to maximum five years on year to year basis on a fixed monthly honorarium. Applications for said post in the prescribed format along with supporting documents should reach Secretary, Grih Kalyan Kendra Lodhi Road Complex, New Delhi-110003 within 30 days from the publication of this notice.

2. For more details please visit **DoPT** website dopt.gov.in.

29/7/19
(M.L. Sharma)
Administrative Officer

6. It is requested that wide publicity may kindly be given to this circular amongst the Central Govt. employees working in the Ministry / Department including attached and subordinate offices, who may apply as per the enclosed format for the post of caretaker. The completed applications along with required documents 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 this Circular. Applications completed in all respects, shall only be considered. Applications received after the due date and without supporting documents will not be considered.

24/7/18

(M.L. Sharma)
Administrative Officer

Copy to:-

(i) Shri R. Devarajan, Centre-in-Charge GKK, Chennai with the request to give wide publicity to this circular.

(ii) SO (Welfare) DoPT for uploading on DoPT website.

GRIH KALYAN KENDRA
Application for the post of Care Taker, Chennai

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 date of birth, qualifications and experience be attached.
(4) Incomplete forms will not be considered.
(5) Please fill up separate form for each post.