

ANNEXURE - A
GOVERNMENT OF ANDHRA PRADESH
WOMEN DEVELOPMENT AND CHILD WELFARE DEPARTMENT OFFICE
OF THE DISTRICT WOMEN AND CHILD WELFARE AND
EMPOWERMENT OFFICER, NARASARAOPET, PALNADU DISTRICT.

File No.347/A1/2023, Dt:13.10.2026

RECRUITMENT NOTIFICATION

The District Women & Child Welfare & Empowerment Officer, Narasaraopet, Palnadu District invites the applications for various posts from the eligible candidates with required qualifications to work in the District Child Protection Unit (DCPU) & Specialized Adoption Agency (SAA) of Narasaraopet, Palnadu District and Children Home, Piduguralla of Palnadu District. The following positions are purely on Contract, out sourcing and part time basis. The post wise details are furnished below:

Only Female Local Candidates are eligible.

Age limit for all posts 25 to 44 years.

STATEMENT SHOWING THE ESSENTIAL QUALIFICATION AND EXPERIENCE
NOTIFIED BY GOVT. OF ANDHRA PRADESH FOR DCPU, SAA & CHILDREN HOMES

S.No.	Position	No of posts sanctioned	Consolidated remuneration	Essential Qualification & Experience	Desirable
01	Asst. cum Data Entry Operator – DCPU	01 (contract basis)	13,240	12th pass from a recognized Board/ Equivalent Board with Diploma / Certificate in Computers.	Weightage for work experience candidate
02	Social Worker-cum-Early Child Educator – SAA	01 (contract basis)	18,536	Should have a Bachelor/ Post graduate in Social Work/ /PG Diploma in Psychology / Early Child Care and Development from recognized university	i) Should have 2 years experience and knowledge on women/ child protection issues including 1 year of working with children. Experience of working with WD & CW Dept., or an NGO on adoption issues will be added advantage. ii) Should have good rapport with the NGOs/ Police/ Govt. Departments in the district iii) Should have demonstrable commitment to women and child concerns. Should have written & oral communication skills (ability to write and speak fluently English and Telugu) iv) Ability to work on a computer and capable is using MS-office package (MSWord and Excel) and also capable of using the internet.
03	Ayah – SAA	06 (contract basis)	7,944	Should have the experience of taking care of infants and children below 6 years	
04	Chowkidar – SAA	01 (contract basis)	7,944	Committed and agile person with no past record of moral turpitude and a person who does not have additions like	

				drinking alcohol, chewing gutka etc.,	
05	Helper cum Night Watchman – Children home, Piduguralla	01 (out sourcing basis)	7,944	7 th class pass/ fail	Should have 3 years experience in cooking and house hold duties, especially work In Institutions (physical fitness certificate required)
	Total	05			

The candidates desiring to apply can download the application from above website <http://palnadu.ap.gov.in> and send/submit the filled application form along with attested Xerox copies of education qualifications, Marks lists, experience certificate etc., to the District Women and Child Welfare and Empowerment Officer, Chaakirala Mitta, Barampet, Narasaraopet, Palnadu District- 522601 from 14.10.2026 to 23.10.2026 on or before 5.00 PM (In working days) directly or by Registered post. Applications arriving late will not be accepted. Only qualified short list candidates will be called for interview.

The Collector & District Magistrate/Chairman Palnadu District reserves the right to cancel the notification at any time without assigning any reasons.

Sd-XXXXXXXXXXXXXXXXXXXX
COLLECTOR & DISTRICT MAGISTRATE,
NARASARAOPET, PALNADU DISTRICT.

OP. N. S. S. S. S.
DISTRICT WOMAN AND CHILD WELFARE
AND EMPOWERMENT OFFICER,
NARASARAOPET, PALNADU DISTRICT.
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