

POLICE



DEPARTMENT

No. G1-1580/2022/SPD

Social Policing Directorate,
Thiruvananthapuram

✉ spcprogramme.pol@kerala.gov.in

☎ 0471-2452655

Dated. 15-11-2023

NOTIFICATION

REF: GO(Rt)No. 2541/2022/Home dated 14.09.2022

Applications in the attached format for the Post of D-DAD Coordinator ,along with resume are invited from qualified and competent candidates as part of the Functioning of **Child Friendly Digital De-Addiction Centers (D-DAD Centres)** for appointment on contract & yearly renewal basis in respective financial years, as per the above Govt Order cited. The current staff appointment will be until 31/03/2024 and subsequent extension will be based on suitability reports, Govt./PHQ order & State Plan Fund financial year allocations. The vacancies exist in 3 Police Districts Kollam City, Thrissur City, and Kannur City Offices . **Interested candidates may apply to the email id "digitalsafetykerala@gmail.com" with full resume on or before 24th November 5 pm. The prescribed application form is available in the official website of Kerala Police.**

All the applications with resume will be screened by a 'Screening & Selection Committee' and suitable candidates will be called for a Written Test and Interview to examine their credentials and suitability for the job. Rank list will be prepared and published as per the performance & marks obtained in the written test and interview

Note: Candidates are requested to attach scanned copies of their passport size photograph (taken within six months from the date of submitting application), in the prescribed application form along with self attested certificates proving Age, Educational Qualifications and Experience while submitting the application.

DETAILS OF POSTS

The details of Posts, required qualifications, experience, number of vacancies, etc., are given in the table below. Candidates are advised to note that, only post qualification work experience from reputed/established organizations until 31/03/2023 will be considered.

Code No	Position & place at Police Districts	Vacancy	Qualification	Experience	Consolidated Monthly Contract Pay - Including TA & DA (Rs)	Age (As on 31-03-2023)
01	D-DAD Project Co-ordinator (Kollam City, Thrissur City & Kannur City)	03	MSW or Post Graduate in Psychology	Desirable - Minimum 1 Year Working Experience in Social Welfare Projects with Proficiency in Computer Applications.	20,000/-	Should not exceed 36 Yeats as on 31-03-2023.



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VACANCY POSITION:-

One Post of D-DAD Project Coordinator is available in each D-DAD Police Districts at Kollam City, Thrissur City & Kannur City.

Preference will be given to the D-DAD Project Co-ordinators with following additional Experiences:-

- Experienced in conducting and co-ordinating various online/offline meetings, public relations activities, documentation of capacity building activities, preparation of periodical activity reports.
- Candidates who are healthy and willing to travel extensively and ready to work in late hours only need to apply
- Candidates should have excellent written and communication skills both in English & Malayalam

Other Terms & Conditions

- Relevant documents (ID Proof, Educational Qualificationa & Experience Certificate) in original are to be produced at the time of written test and interview for verification.
- No TA/DA shall be paid for written test and interview.
- Admittance to Various Stages of recruitment will only be provisional, and will not allow any claim, unless all other conditions of Selection Process are satisfied.
- Detailed Scrutiny of the Applications/Qualifications/Credentials will be conducted before the Written test/Interview/Appointment. Any Discrepancy found during the detailed scrutiny will result in the immediate rejection of application and candidature, and the decision will be final.
- The Appointment will purely be on merit basis from the Rank List prepared and as per the performance & Marks secured by the individual in the Written test and Interview.
- Appointment will also be subject to the Police Verification report on character & antecedents of the Selected Candidates.
- Recruitment for 3 D-DAD Centers will be in centralized system and based on home district/nearest district appointment manner. Candidates can mention their 2 District Options (Home District/Nearest District) on condition that, they should be available at any time for any urgent tasks & for attending cases.
- The Selected Staff will be given yearly extension for further years based on their performance, Performance appraisal reports and suitability reports including police Verification report, and also subject to the availability of State Plan Funds and Govt. Approval for the respective financial Years.
- **As per the approved project cost, the consolidated Contract pay for the Project Coordinator is Rs.20,000/- per month (including TA&DA).**
- Any decision taken by the State Police Chief/Director, Social Policing Directorate in connection with the conducting of written test, interview, publication of Rank List and selection of Staff will be final.
- Updated resume along with filled up Applications in the attached format with supporting self attested documents are to be forwarded in the mail id "**digitalsafetykerala@gmail.com**" before 5 pm on 24/11/2023.
- Date of Written Test & Interview will be communicated to eligible candidates (in the given e-mail / mobile number) after primary screening/scrutiny of received Applications & supporting documents.

Candidates having eligibility as per the above educational and other qualifications, and agree with the above terms and conditions as per the Government Order, need only apply for the post of D-DAD Project Co-ordinators.





NISHANTHINI R IPS
Director



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KERALA POLICE D-DAD CENTRE

APPLICATION TO THE POST OF D-DAD CO-ORDINATOR

(CONTRACT BASIS)

(As per Govt Order No . GO (Rt) 2541/2022/Home dtd 14/09/2022)

Post applied for				
Full Name (in Capital Letters)				Please affix your recent passport size Photo
Full Address (with Pin code)				
Date of Birth and Age (as on 31.03.2023)				
Marital Status				
Mobile No				
E-Mail ID				
Present job and place of work with contact details, in case you are working				
Educational qualifications (As per the attached Notification) –(self attested soft copies of the documents to be enclosed)				
Sl. No.	Qualification	Board/ University	Year of Passing	Grade/ Percentage
Previous work Experience details (As per the attached notifications)-Soft copies of the				

relevant documents to be attached)	
Links of videos/Social Media Platforms/other documents to substantiate your experience in internet related de-addiction activities	
Do you have any experience of participating in any of the projects of the Social Policing Division-such as CHIRI Help line 24x7, Students Police Cadet (SPC) , Project HOPE, Domestic Conflict Resolution Centre(DCRC)- if yes give details	
District that you have opted for working in D-DAD Centre (Refer notification)	
First District preference	
Second District Preference	
Monthly Salary drawn from your current (in case you are working) /Previous Work	
How soon you can join D-DAD in case you are getting selected?	
Name, e-Mail ID and contact number of References-	
a) Personal Contact	
b) Academic Contact	

c) Previous employer	
Links to publications/achievements/media reports covering your activities/participation in internet de-addiction related issues(optional)	

I hereby certify that the above details are true to the best of my knowledge and I accept the terms & conditions mentioned in the notification issued by State Police Chief for the contractual appointment as D-DAD Coordinator in D-DAD Centres.

Place

Signature

Date