

Sishu Ashram, At/Po/Dist.-Jagatsinghpur

Child Care Institution

No. 38/SA/CH/2026 Dt. 20.01.2026 //

ADVERTISEMENT

Applications are invited from the eligible dedicated professional candidates for engagement in the following positions on purely contract basis in the Child Care Institution, Sishu Ashram (Children's Home & Specialised Adoption Agency) Jagatsinghpur as per Mission Vatsalya Scheme and resolution vide No-10102-WCD-CW-MISC-0023-2020, Dated 15.09.2020 of Women and Child Development Department, Govt. of Odisha. These positions are coterminous with the scheme. The posts are purely temporary and the contractual employees can be disengaged at any stage without assigning any reason thereof. Applications complete in every respect should be reached both through Mail (recruitmentsishuashram@gmail.com) and hardcopy by Regd. Post/ Speed Post to the SECRETARY, SISHU ASHRAM, AT/PO/DIST-JAGATSINGHPUR, PIN-754103 on or before Dt. 04.02.2026 by 5.00 P.M. Details information regarding advertisement may be downloaded from the notice page of Sishu ashram vide website www.sishuashram.com. Candidates willing to apply for more than one post shall submit separate application along with required certificates duly signed by the candidates. Incomplete application or any application received after the due date shall be rejected.

1. VACANCY POSITIONS

Children's Home (CH)

Name of the post	No. of Posts	Qualification	Age as on 01.01.2025	Consolidated Remuneration
Educator	01 (Male/Female)	B.Sc with D.El.Ed / B.Ed .	Lower age limit: 21 Upper age limits: 45 as on 01.01.2026	Rs. 10,000/- Per Month
Music Teacher	01 (Male/Female)	Bachelor in Music from a recognized University or equivalent		Rs. 10,000/- Per Month

Specialized Adoption Agency (SAA)

Name of the post	No. of Posts	Qualification	Age as on 01.01.2025	Consolidated Remuneration
Doctor	01 (Male/Female)	Pediatrician with minimum 5-year experience.	Lower age limit: 21 Upper age limits: 45 as on 01.01.2026	Rs. 9,930/- Per Month
Ayahs	02 (Female)	Under Matric (8 th - 10 th)		Rs. 7,944/- Per Month

Selection Committee reserves the right to modify/cancel the process of engagement without assigning any reason or prior notice.

2. AGE LIMIT:-

The candidate must not be below 21(Twenty-One) years of age and not above 45 (Forty five) years of age as on 1st January 2026 and there shall be no upper age relaxation.

Date of Birth entered in the high school certificate or equivalent certificate issued by the School/Board/Council will only be accepted by the selection Committee.

3. HOW TO APPLY –

- a. Candidates must go through the details of this advertisement available in the Organization website (www.sishuashram.com).
- b. Candidates must submit the application in prescribed format along with all requisite documents **through MAIL (recruitmentsishuashram@gmail.com) and hardcopy of same application shall be sent by Regd. Post/Speed Post only** to the following address.
- c. The Application received both in mail and by Regd. Post/Speed Post will be accepted. Application received through single mode or any other mode would not be accepted and summarily rejected.
- d. Before filing of the information, ensure that accurate information is filled and on confirmation there is no scope for further edit.
- e. The candidates are advised to submit the application form well in advance without waiting for the closing date to avoid last hour rush.
- f. After submission of application through mail, the candidates are required to submit the prescribed application form along with all required documents through Speed post, Registered post only addressed to the **SECRETARY, SISHU ASHRAM, AT/PO/DIST-JAGATSINGHPUR, PIN-754103 to be received latest by 5.00 P.M on Dt. 04.02.2026.**
- g. Separate applications in sealed cover is to be submitted against each post **super scribing "THE POST APPLIED FOR..." on the top of the envelop.**
- h. Any applications received after the due date shall be rejected. The authority reserves the right to cancel the advertisement in response to a single post or all posts without assigning any reason thereof.
- i. Selection of candidates will be made on the basis of the procedures specified in the Resolution No.10102/WCD-CW-MISC-0023/2020. Dt-15.09.2020 issued by the Woman & Child Development Department, Govt. of Odisha, as decided by the Selection Committee constituted for the purpose.

4. CERTIFICATES / DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

The following documents have to be attached with application forms. (Application form is enclosed below)

- a. For the post of Ayah- Self attested photocopies of certificates and mark sheets in respect to qualification of the candidate (Class-8th, 9th, 10th) is required to be attached along with the application form.
- b. Similarly for the post of Educator, Music Teacher & Doctor- Self attested photocopies of certificates and mark sheets of Secondary, Higher Secondary, Graduation, Post Graduation or any other professional degree) is required to be attached along with the application form.

- c. One recent self-attested color photographs (3.5x4.5 size) should be affixed to the application form
- d. Certificate of experience issued from previous employer or any other institution if any.
- e. Self-declaration regarding noninvolvement in any criminal activities especially child related offence.
- f. Self-attested photocopies of Aadhar/ Votor/ any other valid identity proof (any one).

Binayak Pattanaik

Secretary, Sishu Ashram, Jagatsinghpur

**Secretary
Sishu Ashram
Jagatsinghpur**