

THE GENDER PARK

Dept. of Women and Child Development
Government of Kerala

No.GP/HR/RPF/2022

July 15, 2022

Notification

The Gender Park invites applications to the posts of a Project Facilitator for the implementation of Gender Sensitive Urban Planning Project on contract basis for ten months. Qualified and Interested candidates may apply by filling the prescribed application form given in the website www.genderpark.gov.in. The details regarding the posts, vacancy, experience and qualification are given below. The last date for receiving application along with CV and other supporting documents is **August 20, 2022 (05.00 P.M.)**.

Details of the post

| Sl. No | Post | Educational Qualification | Consolidated Pay (Rs.) | Upper age Limit | Experience | Roles & Responsibilities |
|--------|------------------------------------|---|------------------------|-----------------|---|---|
| 1 | Project Facilitator (Vacancy – 01) | <ul style="list-style-type: none">• Master's degree in Development studies/ Social Sciences/ Social Work fields is an essential qualification.• A PhD (Doctorate) in any of these fields with research work focusing on gender and urban issues would be an added asset. | Rs. 57,525/- | 45 years | At least 5 (five) years of work experience in the research/development sector, with at least two years of work experience on Gender Main streaming and Urbanisation | <p>The Project Facilitator will be responsible for coordinating the activities of Gender Sensitive Urban Planning Project and carry forward the following roles.</p> <ul style="list-style-type: none">• Co-ordinate the overall project work and implementation according to Strategic Note/ methodology.• Collaborate and co-ordinate with partners.• Establish systems for project planning, implementation and monitoring, in collaboration with partners.• Co-ordinate with various experts/stakeholders for meetings, workshops and consultations.• Coordinate field data collection, analysis.• Maintain documents on relevant Programme activities, issues. Record the implementation process. |

Instructions for applicants:

- 1) The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying.
- 2) The Gender Park is not responsible for any discrepancy in submitting the application.
- 3) Applicants must compulsorily fill-up all relevant fields of application and submit application.
- 4) Incomplete/incorrect application form will be summarily rejected. The Gender Park under any circumstances will not entertain the information, if any, furnished by the applicant subsequently. Applicants should be careful in filling-up the application form. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
- 5) The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form.
- 6) The Gender Park reserves the right to fill or not to fill the post advertised.
- 7) Only Post-Qualification experience of applicants/candidates will be considered
- 8) Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. The Gender Park may send intimation to download call letters for Written test/Group discussion/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying and must maintain that email account and mobile number.
- 9) The copy of the Appointment letters, Salary Certificates, pay slip etc. will not be accepted in lieu of work experience certificate. Those who does not possess the current experience certificate shall submit an Affidavit along with the Name of the applicant, Name of the organisation, designation, tasks and responsibilities of the job, date of joining etc.
- 10) **A detailed CV, Copy of certificates (proving age, essential qualification and work experience), and a statement specifying your capacity to carry out the specified job roles (not exceeding 500 words) must be enclosed with the application.**
- 11) The applications in the prescribed format, given below must be delivered to the address given below by **5 PM on 20.08.2022. "Chief Executive Officer, The Gender Park Campus, Social Justice Complex, Silver Hills, Kozhikode, Kerala- 673012"**

**Sd/-
Chief Executive Officer**

III. RESEARCH/ WORK EXPERIENCE

| Sl. No. | Name of Organization | Position | From | To |
|----------------|-----------------------------|-----------------|-------------|-----------|
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IV. Any other relevant information:

DECLARATION

I hereby declare that all statements made in the application form are true/correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled without notice.

Date:
Place:

Signature of Applicant