

**Government of Jammu and Kashmir**  
**OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER POSHAN**  
**PROJECT KRALPORA KUPWARA**

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**Subject: Re-Advertisement for Recruitment of Sahayika (Anganwadi Helper) in Anganwadi Centre of Poshan Project Kralpora.**

**Ref:** 1. Govt. Order No. 222- JK (SWD) of 2022 dated 30-11-2022.  
 2. Govt. order No. 103- JK (SWD) of 2023 dated 28-04-2023.

**Advertisement No: 03- CDPO-KRALPORA of 2026**  
**Dated: 06-02-2026**

Approval has been accorded vide Mission Director Poshan J&K letter No: MD/Poshan/47213-23 dated 24-12-2025 followed by District Programme Officer Poshan Projects Kupwara letter No. DPO/POSHAN/25/6043-55 Dated: 29-12-2025 for filling up of vacancies of Sahayika (Anganwadi Helper) in below mentioned Anganwadi Centre of Poshan Project Kralpora. It needs to mention here that post has been already advertised vide Advertisement No: 02-CDPO-KRALPORA of 2026 Dated: 01-01-2026 under endorsement No: CDPO/TRH/ADV/2025-26/1176-1192 Dated: 01-01-2026 and Extension Advertisement Notice No: CDPO/KLP/ADV/2025-26/1252-68 Dated: 16-01-2026. However due to poor response the post has been re-advertised, as per the details given below

a). Date of commencement for submission of application forms:- **07-02-2026**  
 b) Last date for submission of applications is:- **13-02-2026**

<b>S. No</b>	<b>District</b>	<b>Project</b>	<b>Name of Panchayat</b>	<b>Vacancy of Sahayikas (Anganwadi Helpers)</b>	<b>Name of Anganwadi Centre</b>
				<b>Panch Ward no.</b>	
1	Kupwara	Kralpora	Farkin	3	Lambardar Mohalla Farkin

**Criteria for Selection of Sahayikas (Aanganwadi Helpers) shall remain as envisaged in the Govt. Order No: 222-JK (SWD) OF 2022, Dated: 30-11-2022 i.e,**

- Women candidates in the age group of 18-37 years shall be eligible (age shall be calculated on the 1st day of calender year i.e 01-01-2026).
- The candidate should be a domicile of the UT of J&K.
- The candidate should be a resident of the Electoral Ward where Anganwadi Centre is located.
- Minimum qualification for Anganwadi Helper shall be Matriculation.
- In case no matriculate candidate is available in the Ward, candidates with qualification not less than 8th standard shall be considered.
- The selection shall be made purely as per merit in light of the instructions of the administrative Department communicated vide no.: SWD-ICDS/43/2022, Dated: 14-08- 2023 and as per the communication of Mission Director, Poshan J&K vide No.: SMD/ICDS/Recruitment/2022-23/21349-72, Dated: 14-07-2023.

**Self-attested copies of documents to be attached with the application form:-**

1. Panch Ward Certificate and Voter list issued by BDO/EO concerned.
2. Un-married certificate issued by Tehsildar in case name appears with parents in electoral roll.
3. Domicile Certificate issued by Tehsildar concerned.
4. Date of Birth Certificate.

5. Academic Qualification Certificates with class 10\* Marks card.
6. Non employment Certificate.
7. Self-Addressed envelope with postage stamp of Rs 5/-
8. Affidavit from first class magistrate stating following facts.
9. All Documents/details submitted along with the application form for engagement of Sahayika (Anganwadi Helper) are correct, without any mismatch, duplicacy, or fallacious in nature. If found incorrect or in any of the above stated situation the candidature of deponent may be cancelled and liable to action under law.
10. Minimum qualification for Sahayikas (Anganwadi Helpers) shall be Matriculate and this is as per facts and onus of proving it to be true lies with the deponent.
11. The deponent has read the HR policy no. 222-JK(SWD) of 2022 dated: 30.11.2022 and is well versed with all salient features of the policy and shall be applicable to the deponent in case of selection as Sahayika (Anganwadi Helper).



**Child Dev. Project Officer  
Poshan Project Kralpora**

No:-CDPO/KLP/Adv/2025-26/1317-1333

Dated: 06-02-2026

**Copy to the:-**

1. District Development Commissioner, Kupwara for favour of information.
2. Mission Director, POSHAN J&K for favour of information.
3. Additional District Development Commissioner, Kupwara for favour of information.
4. District Programme Officer, POSHAN Kupwara for favour of information.
5. Joint Director, Information Department Kashmir, Srinagar for information with the request to kindly publish the advertisement notice in three leading Newspapers of Kashmir Valley for three consecutive days for information of the General public.
6. General Manager, DIC Kupwara for information.
7. District Social Welfare Officer, Kupwara for information.
8. Tehsildar Concerned for information
9. District Informatics Officer, NIC Kupwara for information & uploading the advertisement notice on website of District Kupwara.
10. Incharge Website Mission Directorate Poshan J&K Srinagar with the request to publish/ upload the notice on Departmental website.
11. Incharge Website NIC Kupwara with the request to publish/upload the notice on website.
12. Block Development Officer, Concerned for information with the request to facilitate the circulation of Advert, in the respective Gram Panchayats /respective constituencies for awareness of general Public
13. News Editor All India Radio, Srinagar with the request that contents of the above notice may kindly be Broadcasted in the Local News Bulletin as well as Rozgar Samachar for three consecutive days for information of the concerned.
14. Concerned Secretary Panchayat\_\_\_\_\_ for information.
15. Zonal Education Officer, Concerned for information
16. Concerned Supervisor(s) of Poshan Trehgam for information with the directions to paste the Advertisement notice at Public prominent places within the Panchayat/Ward i.e Masjid, School, Panchayat Ghar and capture Photographic evidence of the same.
17. Notice Board.

**(ANNEXURE-I)**

Advt Notification No. & Date \_\_\_\_\_

Form Sr .No.\_\_\_\_\_

**APPLICATION FORM FOR ENGAGEMENT OF SAHAYIKA (ANGANWADI HELPER)**

1. Name of the District:-**Kupwara**
2. Name of the Poshan (ICDS) Project:-**KRALPORA**
3. Name of the Anganwadi Centre for which engagement sought.....
4. Panch Ward no.....of Panchayat Halqa.....
5. Name of the Candidate (In Block Letters).....
6. Fathers Name (In Block Letters).....
7. Marital Status:-(Married/Un-Married).....
8. Husband's Name (if married).....
9. Permanent Address: Mohalla.....  
Village.....Panch Ward no..... Name of the  
Panchayat Halqa.....Block: .....Pin code.....
10. Mobile No:.....Email ID:.....
11. Date of Birth:// (in words).....
12. Age on 01-01-2026:.....Years.....months .....Days
13. Academic Qualification:

S.No	Examination passed	Board/School	Year of passing	Marks Obt.	Max. Marks	%age
1	Matric					
2	Middle					

14. Does candidate belong to family of retired AWW (Yes/No).....

15. Documents attached.

- ❖ Panch Ward Certificate and voter list issued by BDO concerned.
- ❖ Domicile Certificate issued by Tehsildar concerned.
- ❖ Date of Birth Certificate.
- ❖ Academic Qualification Certificates with Marks card of 10<sup>th</sup>
- ❖ Non-employment Certificate.
- ❖ Self-Addressed envelope with postage stamp of Rs5/-.
- ❖ Affidavit.

**Signature of Candidate**

**UNDERTAKING**

I.....D/o,W/o.....R/o.....

..... do hereby certify that the contents of the application given above are correct and true to the best of my knowledge. In case any of the above contents is found incorrect, the selection committee shall have the right to reject my application and similarly revoke my engagement order.

**Signature of Candidate**

Photograph of  
the applicant duly  
attested by  
Gazetted Officer

## **FORMATFORPANCHWARDCERTIFICATE.**

Photographofthe  
applicant duly  
attested

**TOWHOMITMAYCONCERN.**

This is to certify that the candidate namely

D/o,W/o\_\_\_\_\_

R/o\_\_\_\_\_ is residing in Panch Ward

of Panchayat Halqa\_\_\_\_\_.

It is further certified that her name is enlisted in electoral / voter list of the panch ward at S. No\_\_\_\_\_.

**No:**

**Dated:**

Signatureof  
BlockDevelopmentOfficer\_\_\_\_\_