

## Advertisement Notice

### Office of Head, Department of Water Supply and Sanitation Punjab

Water works complex, Phase-2, SAS Nagar

Phone No. 0172-2270101

Recruitment Notice Reference No. Admin/DWSS/2025/

**Applications are invited for the following post**

S. No.	Name of Post	Number of Vacancies	Remuneration in Rs.
1.	<b>Chief Social Development Officer (CSDO)</b> <b>(On Contract Basis)</b>	01	Rs. 1,25,000/- per month

Last date & time: 09.06.2025 upto 05.00 pm

For details log onto: <https://dwss.punjab.gov.in/>

**Note:** (1) Any corrigendum (s) to this recruitment notice shall be published on above website.

**Head, DWSS**

## Qualification, Experience, Job Description and Emoluments for Chief Social Development Officer at Head Office, Mohali

Sr. No.	Name of the Post	Qualification and Experience	Job Description	Emoluments
1.	<b>Chief Social Development Officer (CSDO)</b>	<p><b><u>Qualification</u></b></p> <ul style="list-style-type: none"> <li>Post-Graduation in Social/ Behavioral Sciences (Sociology, Social Work, Political Science, Psychology etc.) with minimum 50% marks.</li> <li>Matriculation examination with Punjabi as one of the compulsory or elective subject or any other equivalent examination in Punjabi language, which may be specified by the Govt. from time to time</li> </ul> <p><b><u>Experience</u></b></p> <ul style="list-style-type: none"> <li>10 years' experience in Project Management, implementation of community development programmes &amp; also have a sufficient experience in PRI strengthening, Social Mobilization &amp; Monitoring and Evaluation.</li> <li>Well conversant with strategy formation for ensuring social development achievements/ outcome preferably in water and sanitation sector.</li> <li>Sufficient experience in identifying and addressing emerging issues, deploying staff resources, monitoring program, sustainability, impact and outcomes etc.</li> <li>Strong oral and written presentation, analytical and problem-solving skills.</li> <li>Outstanding interpersonal skills and demonstrated abilities to work in multi-disciplinary teams and multicultural environments.</li> </ul>	<ul style="list-style-type: none"> <li>Report to Head, DWSS and coordinate with various division officers for providing support on social development and GPWSC strengthening required for the project.</li> <li>Formulate strategies for effective Capacity Building and social development issues, training programme at strategic, intermediary, block and grass-root level, trigger communication for targeted stakeholders</li> <li>Address social development issues during all stages-identification, preparation, appraisal and supervision.</li> <li>Develop and guide implementation of social mobilization, communication, community participation and village level capacity building activities so that the social issues i.e. inclusion, equity participation ,transparency, gender main streaming is ensured.</li> <li>Human Resource Development activities.</li> <li>Develop and implement strategies for gender main streaming.</li> <li>Develop and advise mechanisms for inclusion of women, scheduled castes and poor in decision making and other activities of the GPWSC.</li> <li>Formulate policies for effective social development strategies which will convey the message of safe water and sanitation to the community</li> <li>Provide policy and operational guidance on social development issues to strengthen the performance of the sector as a whole</li> <li>Design frame work for social impact monitoring and evaluation of outcomes.</li> <li>Formulation and Implementation of Social Management plan including social audit</li> <li>Work shall be evaluated based on achievement of Project Development Objectives specifically Service Levels and strengthen service delivery arrangements including reduction in open defecation.</li> <li>Extensive travelling across the State required.</li> </ul>	1,25,000/-per month (Negotiable)