

Information for Candidates for applying online for the Post of Block Coordinator

Total No. of Vacancies: 85

Sr. No.	District	Total No. of Vacant Posts	Category-Wise Details of Vacancies
1	Amritsar	10	General-5, General (EWS)-1, SC-2, ESM-1, PWD-1
2	Barnala	1	General-1
3	Bathinda	3	General-1, SC-1, ESM-1
4	Fatehgarh Sahib	4	General-2, SC-2
5	Faridkot	2	General-1, SC-1
6	Fazilka	3	General-1, SC-2
7	Gurdaspur	2	General (EWS) -1, ESM-1,
8	Hoshiarpur	8	General-4, General (EWS)-1, SC-2, ESM-1,
9	Jalandhar	10	General-5, General (EWS)-1, SC-1, ESM-1, BC-1, PWD-1
10	Kapurthala	4	General-2, SC-2
11	Ludhiana	12	General-2, General (EWS)-1, SC-4, ESM-2, BC-2, PWD-1
12	Moga	2	SC-2
13	Sri Muktsar Sahib	1	SC-1
14	Patiala	5	General-2, SC-1, ESM-1, BC-1
15	Pathankot	2	General-1, SC-1
16	Roopnagar	2	General-1, SC-1
17	Sangrur	2	General-1, ESM-1
18	Malerkotla	2	General-1, SC-1
19	SAS Nagar	1	General-1
20	SBS Nagar	5	General-3, SC-2
21	Tarntaran	4	SC-2, ESM-1, BC-1

SC: Schedule Caste,
BC: Backward Class,
ESM: Ex-Serviceman,
PWD: Person with Disabilities
EWS: Economically Weaker Sections

Essential Qualification and Experience: -

1. Graduate.
2. At least 2 years' experience of working with technology and software application support.
3. Good oral and written communication in local language
4. Mandatorily local candidates should be engaged. The candidate should be resident of concerned district.
5. Candidates should have passed Punjabi at Matriculation or higher level.

Desirable Qualification and Experience: -

1. Formal training on IT/ computer
2. Worked with front line workers in any Social Development Program of Government
3. Proven ability to successfully handle multiple tasks within a team environment.
4. Attention to detail and problem-solving skills

Scope of Work: -

1. Supporting training of AWWs and Supervisors in Information and Communication Technology enabled Real Time Monitoring (ICT-RTM).
2. Monitoring usage of ICT-RTM by AWWs by using CAS Reports and follow-up on low usage.
3. Providing in-person and over-phone troubleshooting support to users facing hardware or software problems with mobiles, tablets and basic issues with CAS application.
4. Logging issues in the Issue Tracker application, which is part of CAS.
5. Training reinforcement to AWWs identified as low performers using CAS Reports.
6. Providing performance feedback to AWWs.
7. Submitting phones to Original Equipment Manufacturer (OEM) for hardware replacement and repair.
8. Escalation of issues to District Coordinator via the Issue Tracker application. Criteria for escalation will be defined in CAS Guidelines.
9. Supporting Block level ICDS officials on usage of CAS system.
10. Any other task as indicated by CDPO.

Salary: -

Consolidated Rs. 20,000/- per month subject to performance of block coordinator.

Age: -

The candidate should be between 21 to 37 years on 1.1.2026.

All reservations and age relaxation rules shall be applicable as per the Government of Punjab.

Selection Criteria for the Post of Block Coordinator: -

S.No.	POST: Block Coordinator	Weightage	Remarks
1.	Essential Qualification	65	Minimum Relevant Work Experience: 2 years
Marks=[Percentage Obtained/100] X 65			
2.	Relevant Higher Qualification	20	
Marks=[Percentage Obtained/100] X 20			
3.	Interview/Personal Interaction	15	
TOTAL		100	
