



CARA

CENTRAL ADOPTION RESOURCE AUTHORITY

(A Statutory Body of the Ministry of Women & Child Development, Govt. of India),
West Block-8, Wing-II,
2nd Floor, R.K. Puram, New Delhi- 110066

Central Adoption Resource Authority (CARA) which deals with all matters concerning Child Adoption in India/Abroad, urgently requires the following posts on deputation basis on 'foreign service terms', initially for three years extendable upto five years / direct recruitment basis:

- (A) Director – 01 post (Deputation)
- (B) Deputy Director (Programme) – 02 post (Deputation)
- (C) Deputy Director (Administration) – 02 post (Deputation)
- (D) Assistant Director (Programme) – 05 post (Deputation/Direct)
- (E) Assistant Director (Administration) – 04 post (Deputation/Direct)
- (F) Sr. System Analyst - 01 post (Deputation)
- (G) Content Manager – 01 post (Deputation)
- (H) Data Analyst – 01 post (Deputation)
- (I) Integrated Finance Division – 01 post (Deputation)
- (J) PS/PA- 01 post (Deputation)
- (K) Hindi Translator – 01 post (Deputation)
- (L) Hindi Typist – 01 post (Deputation)

The eligibility criteria are available on the CARA's website i.e. (www.cara.nic.in)

The eligible candidates must apply through proper channel along with (i) Copies of CR dossiers for last 05 years, duly attested (ii) Integrity certificate and (iii) Vigilance clearance, in the proforma available on the website of CARA & send it to the CEO (CARA) at the address mentioned above, **within 30 days of the publication of this advertisement in Employment News.** Application received incomplete through email or after due date will not be entertained. CARA reserves the right to reject any or all applications/post without assigning any reason. Number of vacancies as mentioned above is tentative, may increase or decrease as per requirement. Though the posts are for Head Quarters of CARA in Delhi, the officer may be transferred to any of its Regional Offices as per the organizational requirement.

Member Secretary & CEO (CARA)

dalp 46102/11/0010/1019