

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
HOUSING BOARD COMPLEX (Opp. To LIC)
NEW SARAM, PUDUCHERRY-13
Ph.No.0413-2244785

No. 195/DWCD/ICDS Cell/2025-26

Date: 30 .09.2025

NOTIFICATION

RECRUITMENT OF ANGANWADI WORKER AND ANGANWADI HELPERS UNDER SHAKSHAM
ANGANWADI & POSHAN 2.0 IN THE UT OF PUDUCHERRY

The Department of Women and Child Development, Puducherry, invites application from the eligible Native/Residents of Union Territory of Puducherry through online for filling up of the posts of Anganwadi Workers and Anganwadi Helpers on Honorarium basis under the Centrally Sponsored Scheme of Shaksham Anganwadi & Poshan 2.0. The details of the post wise vacancies are as follows:

Sl.No	Name of the Post	No. of Post	Qualification	Age	Honorarium per Month
1	Anganwadi Worker	344	Class XII	18-35 years	Rs. 6000/-
2	Anganwadi Helper	274			Rs.4000/-

The eligibility criteria and other terms and conditions may be referred in the detailed Notification available in the Department Website <https://wcd.puducherry.gov.in> & <https://www.py.gov.in>

The Online Google form can be accessed and submitted:

<https://forms.gle/uu6rwyTW8rpYGgkL7>

Or Scan the QR



Note: The Department of Women and Child Development, Puducherry Administration reserves the right to increase/decrease the number of vacancies as per the requirement and also reserves the right to reject any or all applications received without assigning any reason.


(P.MUTHU MEENA)
DIRECTOR

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ANNEXURE-A

NOTIFICATION

Applications are invited from the eligible Native/Residents of Union Territory of Puducherry through online for filling up of the posts of Anganwadi Workers and Anganwadi Helpers on Honorarium basis under the Centrally Sponsored Scheme of Shaksham Anganwadi & Poshan 2.0, Ministry of Women and Child Development, Government of India.

Sl.No.	Name of the post	No. of Post	Qualification
1	Anganwadi Worker	344	Class XII
2	Anganwadi Helper	274	Class XII

Muthu Meena
(P.MUTHU MEENA)
DIRECTOR

Essential Eligibility Criteria for recruitment of Anganwadi Worker

Education Qualification	Minimum XII Pass						
Age Criteria	The minimum age to apply is 18 years and the maximum age is 35 years as on August, 31 st 2025.						
Residence	<ul style="list-style-type: none"> The applicant should be a woman from the local community. Here the local community may be described as the place of Anganwadi centre and the adjoining areas within 5 Km. Evidence related to residence: <ul style="list-style-type: none"> Residence certificate issued by the Department of Revenue and Disaster Management, Puducherry, not below the rank of Deputy Tahsildhar. Note: <ul style="list-style-type: none"> Photocopy of valid resident proof to be scanned and uploaded as proof. 						
Mode of selection	Criteria for selection of AWWs <ol style="list-style-type: none"> Total marks obtained in XII std (self- attested copy of mark list to be enclosed) The merit list for each vacant AWW position shall be prepared based on the marks obtained in XII std. The selection will be done by a Selection Committee comprising of <table border="0"> <tr> <td>Programme Officer</td><td>-- Chairperson</td></tr> <tr> <td>CDPO of the concerned project</td><td>-- Member Secretary</td></tr> <tr> <td>Medical Officer from the concerned project</td><td>-- Member</td></tr> </table> 	Programme Officer	-- Chairperson	CDPO of the concerned project	-- Member Secretary	Medical Officer from the concerned project	-- Member
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CDPO of the concerned project	-- Member Secretary						
Medical Officer from the concerned project	-- Member						

Essential Eligibility Criteria for recruitment of Anganwadi Helper

Education Qualification	Minimum XII Pass						
Age Criteria	The minimum age to apply is 18 years and the maximum age is 35 years as on August, 31 st 2025.						
Residence	<ul style="list-style-type: none"> The applicant should be a woman from the local community. Here the local community may be described as the place of Anganwadi centre and the adjoining areas within 5 Km. Evidence related to residence: <ul style="list-style-type: none"> Residence certificate issued by the Department of Revenue and Disaster Management, Puducherry, not below the rank of Deputy Tahsildhar. Note: <ul style="list-style-type: none"> Photocopy of valid resident proof to be scanned and uploaded as proof. 						
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CDPO of the concerned project	-- Member Secretary						
Medical Officer from the concerned project	-- Member						

THE GENERAL CONDITIONS AND PROCESS OF RECRUITMENT:

SUBMISSION OF APPLICATION:

- a. Native/Resident of Union Territory of Puducherry only need to apply for the posts mentioned in the notification. (Certificate obtained from the competent authority on/after the year 01.10.2024 or thereafter is accepted)
- b. **Age:** The minimum age to apply is 18 years and the maximum age is 35 years as on August, 31st 2025.
- c. The candidate having the necessary qualification needed to apply for the posts as mentioned in the Notification.
- d. Candidates who wish to apply for any of the above said posts shall access the online Google form in the ID/san QR code mentioned and submit the Google form through online only. **No physical application will be accepted.**
- e. The duly filled in Google form shall be submitted through online **on or before 31.10.2025.**
- f. The Google form only need to be submitted and not any certificates.
- g. Help Desk: The assistance of Help desk is available on all working days from 10:00 am to 5:00 pm upto 31.10.2025.

S.No:	Region	Name of the Staff (Thiru./Tmt.)	Mobile Number
1	Puducherry	M.D.Yasin	978644450
2	Karaikal	P.Jayastri	9791858504
3	Mahe	Pandian	9894361878
4	Yanam	Sushanth reddy Kadimisetty	9000158100

Roles and Responsibilities of Anganwadi Worker

- i. To elicit community support and participation in running the Poshan 2.0 programme.
- ii. To learn to use and become proficient in the operations of the smart phone provided to the AWC where she undertakes the voluntary work.
- iii. To feed relevant beneficiary data in Poshan Tracker app on regular basis as instructed from time to time and generate/submit reports/ returns as specified.
- iv. To weigh each child every month, record the weight graphically on the Poshan Tracker, use referral card for referring cases of mothers/children to the PHC/ District Early Intervention centre etc., and maintain child cards for children below 6 years and produce these cards before visiting medical and para-medical personnel.
- v. To carry out a quick survey of all the families, especially mothers and children in those families at least once in a year.
- vi. To organize non-formal pre-school activities in the Anganwadi for children in the age group 3-6 years and to help in designing and making of toys and play equipment of indigenous origin for use in the Anganwadi Centre.
- vii. To organize supplementary nutrition feeding for children (0-6 years) and expectant and nursing mothers by planning the menu based on locally available ingredients and recipes.
- viii. To provide health and nutrition education and counselling on breastfeeding and infant & young child feeding practices to mothers. Anganwadi workers being close to the local community shall motivate married women to adopt family planning/birth control measures.
- ix. To help pregnant and lactating mothers visiting the Anganwadi centre to get the birth of their child registered and share the information with the village level functionary who notifies the Registrar of Births.
- x. To undertake home visits for educating parents and to enable mothers to plan effectively for the child's growth and development with special emphasis on the new born child.
- xi. To maintain files and records as prescribed.
- xii. To assist the PHC staff in the implementation of the health component of the programme, viz. immunization and health check-up, ante-natal and post-natal check etc..
- xiii. To assist ANM in the administration of IFA and Vitamin A by keeping stock of the two medicines in the Centre without maintaining stock register as it would add to her administrative work and affect her main functions under the Scheme.
- xiv. To share information collected under ICDS Scheme with the ANM. However, ANM will not solely rely upon the information obtained from the records of AWW.
- xv. To bring to the notice of the Supervisors/CDPO any development in the village which requires their attention and intervention particularly with regard to the work of the coordinating arrangements with different departments.
- xvi. To coordinate with other local institutions and involve lady school teachers and girls of the primary/middle schools in the village which have relevance to her functions.
- xvii. To assist in implementation of Scheme for Adolescent Girls (SAG) and motivate and educate the adolescent girls and their parents and community in general by organizing social awareness programmes/campaigns etc.
- xviii. AWW shall assist in implementation of Nutrition Programme for Adolescent Girls as per the guidelines of the Scheme and maintain such records as prescribed.

xix. Anganwadi Worker shall function as depot holder for RCH Kit/contraceptives and disposable delivery kits. However, actual distribution of delivery kits or administration of drugs, other than OTC (Over the Counter) drugs shall be carried out by the ANM or ASHA as decided by the Ministry of Health & Family Welfare.

xx. AWW shall help to identify the children with special needs during her home visits and refer the case immediately to the nearest PHC or District Disability Rehabilitation Centre.

xxi. AWW shall support in organizing Pulse Polio Immunization (PPI) drives and in identifying cases of juvenile diabetes.

xxii. Maintain Covid-19 protocols.

w. Inform the ANM in case of emergency cases like diarrhoea, cholera etc.

xxiii. To perform any bona fide task related to Saksham Anganwadi & Poshan 2.0 as directed by Govt. of India depending on the circumstances.

xiv. Any other duties as assigned by the senior staff from time to time basis.

Roles and Responsibilities of Anganwadi Helper

i. Cook and serve food to beneficiaries.

ii. Clean the Anganwadi premises daily and fetch water.

iii. Ensure cleanliness in young children.

iv. Bring children from the village community to the Anganwadi centre.

v. Help AWW in smooth discharge of her duties.

vi. In absence of AWW, the Anganwadi Helper shall carry out her functions and discharge her responsibilities.

g. Any other duties as assigned by the senior staff from time to time basis.