

જાહેરાત ક્રમાંક ૧૦૧/૨૦૧૮-૧૯

જગ્યાનું નામ : મહિલા અધિકારી, ઔદ્યોગિક સલામતી અને સ્વાસ્થ્ય,

ગુજરાત ઔદ્યોગિક સલામતી અને સ્વાસ્થ્ય સેવા, વર્ગ - ૨

ભાગ-૧ અને ભાગ-૨ ના ૧૮૦ મિનિટના સંયુક્ત પ્રશ્નપત્રની પ્રાથમિક કસોટીનો સામાન્ય અભ્યાસ અને સંબંધિત વિષયને લગતો અભ્યાસક્રમ

ભાગ-૧ પ્રાથમિક કસોટીનો સામાન્ય અભ્યાસક્રમ

માધ્યમ : ગુજરાતી

કુલ પ્રશ્નો : ૧૦૦

કુલ ગુણ : ૧૦૦

૧	ભારતની ભૂગોળ - ભૌગોલિક, આર્થિક, સામાજિક, કુદરતી સંસાધન અને વસ્તી અંગેની બાબતો - ગુજરાતના ખાસ સંદર્ભ સાથે
૨	ભારતનો સાંસ્કૃતિક વારસો - સાહિત્ય, કલા, ધર્મ અને સ્થાપત્યો- ગુજરાતના ખાસ સંદર્ભ સાથે
૩	ભારતનો ઇતિહાસ - ગુજરાતના ખાસ સંદર્ભ સાથે
૪	ભારતની અર્થવ્યવસ્થા અને આયોજન
૫	<u>ભારતીય રાજનીતિ અને ભારતનું બંધારણ :</u> (૧) આમુખ (૨) મૂળભૂત અધિકારો અને ફરજો (૩) રાજ્યનીતિના માર્ગદર્શક સિદ્ધાંતો (૪) સંસદની રચના (૫) રાષ્ટ્રપતિની સત્તા (૬) રાજપાલની સત્તા (૭) ન્યાયતંત્ર (૮) અનુસૂચિત જાતિ, અનુસૂચિત જનજાતિ અને સમાજના પછાત વર્ગો માટેની જોગવાઈઓ (૯) એટર્ની જનરલ (૧૦) નીતિ આયોગ (૧૧) પંચાયતી રાજ (૧૨) નાણાં પંચ (૧૩) બંધારણીય તથા વૈધાનિક સંસ્થાઓ- ભારતનું ચૂંટણી પંચ, સંઘ લોક સેવા આયોગ, રાજ્ય લોક સેવા આયોગ, કોમ્પ્રોલર એન્ડ ઓડિટર જનરલ; કેન્દ્રીય સતર્કતા આયોગ, લોકપાલ તથા લોકાયુક્ત અને કેન્દ્રીય માહિતી આયોગ
૬	સામાન્ય બૌદ્ધિક ક્ષમતા કસોટી
૭	સામાન્ય વિજ્ઞાન, પર્યાવરણ અને ઇન્ફર્મેશન એન્ડ કોમ્યુનિકેશન ટેકનોલોજી
૮	ખેલ જગત સહિત રોજબરોજના પ્રાદેશિક, રાષ્ટ્રીય અને આંતરરાષ્ટ્રીય મહત્વના બનાવો

# **Syllabus for the preliminary test for the recruitment on the post of Lady Officer, Industrial Safety and Health, Gujarat Industrial Safety and Health Service, Class-2**

**Marks – 200**

**Questions – 200**

**Medium - English**

## **1. Sociology for Social Work**

Meaning, Concept and Significance of Sociology. Society as System of relationship. Social Structure : Meaning, Status and Role. Culture : Meaning & Content- Tradition, Customs, Values, Norms, Folk culture etc. Meaning Concept and Characteristics of : Marriage, Family, Religion, State & Law. Social Control : Meaning and Function. Socialization : Meaning, Process & Agencies. Indian Society. Social Group, Social Institutions & Social Control, Theories of Society

## **2. Introduction To Social Work**

Definitions & Concept of Social Work, Values of social work, Principles of social work Social Work, Nature and goals Social work & its relationship with Sociology, Psychology, Political Science, Development of professional social work in U.K. and U.S.A., Development of professional social work in India, Contribution of Gandhiji and Dr. B. R. Ambedkar in social work, Criteria of profession and social work as a profession in India, Curative, Promotive & Rehabilitative functions of social work, Roles of social workers. Theoretical Perspectives for Social Work Practice, Social Work Practice Areas.

## **3. Social Case Work**

Concept and Definitions of Social Case Work. Components of Casework (Perlman's model), Person- client, significant others and collaterals, Problem - need, impaired social functioning, Place - agency, objectives, functions, policies and resources. Process- casework intervention,

Principles of social casework practice, The process of intervention with clients, Essentials of Working With Individuals and Families.

#### **4. Social Group Work**

Understanding Social Groups, Groups in Social Work Practice, Group Process and group dynamics, Group Development : Communication - Concept, Definition, Process & Barriers, Settings and Sites of Group Work.

#### **5. Human Resource Management**

Management : Concept, Nature and Process of Management, Managerial Skills and Level of Management, Functions of Management : Planning, Organizing, Leading and Controlling. Human Resource Management: Concept, Objective, Nature and Scope, Importance of Human Resource Management, Functions of Human Resource Management, Human Resource Planning : concept and process, Job analysis, Description and Specification, Recruitment and Selection, Interview, Placement and Training, Managing work-life balance, Corporate Social Responsibility.

#### **6. Social Justice And Empowerment**

Meaning and Concept of Social Justice, Theories of Social Justice, Social Justice as a Value of Social Work, History of Social Justice with Reference to Ideology, Union and State Government : Functions, Policies and Programmes, Social Justice for Downtrodden & Weaker Section of the Society, Meaning of Social Exclusion and Social Exclusion of SCs, STs and OBCs, Issues related to Food, Poverty and Livelihood of Marginalized Section of the Society, Inclusiveness and Government`s efforts, Concept and Philosophy of Human Rights, Fundamental Rights in Indian Constitution, UN Declaration of Human Rights and International Agencies for Human Rights, Restorative Justice and Advocacy, Environmental Justice, LGBTs.

## **7. Gender and Development**

Meaning and Definition of Gender and Development, Gender and Discrimination, Gender Bias, Sexuality and Power, Cultural Construction of Gender, Theories of Gender differences, Gender inequality and Gender Oppression, Third Wave Feminism, Culture and Gender Status w.r.t India, Gender and Population Structure of India Gender and Social Institutions. i.e. Economy, Religion and Politics, Gender and age of the marriage, Gender work and Wages, Problems of illiteracy and Cultural aspects.

## **8. Organizational Behavior**

Organizational behaviour, past, present and challenges. Emerging issues on O.B, Diversity and ethics, O.B A frame work, Personality, emotions and job, Job satisfaction. self concept, Emotions, emotions and dimensions. Perception and decision making, Nature and importance of perception. Social perception, person perception. The nature of decision making and factors affecting it, Individual and group decision making process, Leadership: The meaning and nature of leadership, Theories of leadership, Styles of leadership.

## **9. Labor Welfare Legislation**

Meaning of and Types of Labor, Legislative protection to Unorganised Labour, Unorganized Labor and its Problems. Govt. Scheme for Shramyogi and Unorganized Labor, The Factory Act-1948, Industrial Dispute Act-1947, Employee State Insurance Act-1948, Indian Trade Union Act-1926, The Child labour (Prohibition and Regulation) Act, 1986, The International Labour Organisation and India, International labour Standards, WTO, social clause and ILO conventions. Rights of labour protected by Human Rights Instruments.

## **10. Health Care Practice**

Meaning, and Concept of Health. Contagious and Non Contagious Disease  
Medical Social Work –Concept and Introduction, Role of Social Worker in  
Health Care, Preventive Measure for Health Care, Community Health and  
Social Work, Mental Illness- Concept, Role of Social Worker in Mental  
Health, Anganwadi – concept and Role in health development, PHC/UHC-  
Role in Health Care, Govt. Hospitals and NGO Sector, Gujarat State Aids  
Control Organization, NIMHANS-introduction, National Mental Health  
Programme. National Aids Control Programme, Ma Amrutama Yojana,  
Chiranjivi Yojana, Integrated Child Development Scheme.

## **11. Women and Child Welfare**

Social Welfare, Social Security, Social Justice. Meaning of Child and  
Child Rights, Traditional Status of women in India, Change of Status of  
Women in British Era. Reservation for Women in Panchayati Raj System,  
Integrated Child Protection Scheme, Different Schemes for Children from  
Gujarat Govt, District Child Protection Unit, Widow Pension Scheme,  
Kishori Yojana, Ghar Divada Yojana, Youth welfare scheme of govt. of  
Gujarat. Domestic Violence and Dowry Prohibition Act, Medical  
Termination of Pregnancy Act, Equal Remuneration Act-1976, The  
Maternity Benefit Act-1961 & Rules framed there under, Prevention of  
Harassment at Work Place Act-2013, National Commission for Women,  
Juvenile Justice Care and Protection Act, Rights of Women in India,  
Constitutional and legislative frame work for Women Welfare in India,  
Rights of Child in India.

## **12. Current Trends and Recent Advancements in the field of Women and Child Welfare.**