

Job Advertisement
Shishu Vihar Child Care Centre

Posts: Caretaker

Minimum Eligibility - Secondary School Certificate (10 th class) + any one of the following degrees - 6 month course in Early Childhood Care or Balwadi Training or Montessori Training or Nursing or 3 yrs experience working with young children in a formal setting.

Age: Applicant' must be between 25 to 36 years old.

Hiring Establishment -

Address: Shishu Vihar, Child Care Centre, Bungalow A5, IIT Bombay, Powai, Mumbai- 76.

About Us: Shishu Vihar exclusively extends its child care facilities to IIT Bombay staff, faculty and students. Children between the ages of 2 to 12 years are eligible for care at the centre. During the first half of the day, pre-schoolers are provided with a structured environment for learning. During the later part of the day the teachers design and execute various age appropriate activities to gainfully engage children. Shishu Vihar is run by employees of IIT Bombay, and it is **NOT a Government body**.

Location- Shishu Vihar is housed inside the beautiful campus of IIT Bombay at Powai. The day care currently operates out of two independent bungalows close to the main gate. IIT Bombay, Powai. It is well connected by bus routes and is located less than 10 minutes from the nearest railway stations Kanjurmarg and Vikhroli.

Job Description -

To assist children with various physical needs such as - feeding meals and snacks, diaper change for small children, washing of hands, assisting children in the bathroom , putting children to bed during nap time and changing clothes when required.

To interact with the children in a sensitive, polite and loving manner.

To assist the teacher in all classroom activities

To carry out all duties assigned as per the duty chart

To be dedicated to overall cleanliness and hygiene in matters related to children, equipment and premises.

To carry out housekeeping duties

To cook snacks

Job Requirements - We are looking to hire a caretaker who is energetic and physically fit. She must genuinely enjoy caring for children. She must be patient, caring and sensitive to the needs of children. It is also important for the caretaker to be flexible and accommodative so as to take on various child related day care duties during the course of the day.

Employment Type - Contractual (to be renewed every six months)

Working Days - 6 day a week (Half day 4 hours)

Leave - 1 day per month and all Institute holidays.

5 days paid summer vacation in May.

Maternity Leave – 3 months

Monthly Salary - Half Day (4 hours) - 7,250/- starting salary.

Interested candidates are requested to send their resumes via email before 28th Feb, 2025

Contact – sishuvihar.iitb@gmail.com