

**DETAILED SYLLABUS FOR THE POST OF LABOUR WELFARE OFFICER IN
TRAVANCORE TITANIUM PRODUCTS LIMITED**

(Cat.No.: 318/2019)

(Total- 100 Marks)

Part I Sociology

Module 1 - Origin and Development of Sociology (6 Marks)

Definition of Sociology and Sociological Imagination, Major Contributions of Karl Marx, Emile Durkheim, Max Weber and George Simmel. Expansion of Sociology in the 20th Century, Structural functionalism, Conflict perspective, Interactionist and Phenomenological Schools of Herbert Blumer, E. Goffman, E . Husserl and A Schutz, Critical theory of Habermas, Integrative theories of A Giddens and Bourdieu, Post-modern and Post-structural theories of M Foucault, J Derrida.

Module 2- Sociology in India (6 Marks)

Scope and significance of Sociology in India, Indological, Marxian and Structural functional perspectives in Indian Sociology. Family, Kinship and marriage in India. Structural and functional variations. Joint- nuclear debate in Family studies. Nature of Family, marriage and Kinship in contemporary India. Studies on caste in India: Louis Dumont, Gail Omvedt, Subaltern Perspectives of Ambedkar and Kancha Illiah.

Module 3- Globalisation and development (6 Marks)

Historical and social context of globalization,-Features of globalization-Social impact and increasing inequalities. Economic development and environmental degradation. Depletion of Natural resources: water, land, minerals-Development induced displacement-Environmental pollution and waste management-Deforestation-Global warming. Gender issues in Development, Gender auditing, Poverty alleviation programmes in India, MNREGS, role of women in Panchayati raj institutions, Kudumbasree- Women empowerment programme in Kerala.

Module 4- Social Problems (6 Marks)

Violence against Women, Children and Elderly, Domestic violence, Child Abuse, Pocso Act, Malnutrition, problem of Dowry, Alcoholism, Drug Addiction, poverty, inequality, Unemployment, violence against minorities and backward communities, Problem of social exclusion and inclusion. Untouchability: historical and social roots. Problems of gender and sexual minorities, Religious fundamentalism and communalism.

Module 5- Social Research Methods (6 Marks)

Types of research: Different classifications of research based on: Purposes of Social Research: Exploratory; Descriptive, Explanatory, Methodology: Quantitative, Qualitative and Mixed methods, Outcome: Applied and Basic, action, participatory. Basic Research Designs in sociology: cross sectional; longitudinal, and case study. Types of data: Primary and secondary. Basic steps in research

Part II Social Work

1. Social Work (6 Marks)

Social Work: Definition, meaning, purpose, goals and objectives – Principles and assumptions of social work – basic and auxiliary methods of social work – tools, techniques, skills and abilities of a professional social worker – NASW Code of Ethics and Standards of Practice – Theories of Development: Erikson, Piaget, Kohlberg, Freud – Pregnancy, Childhood, Middle Childhood, Adolescence and Old age: Biopsychosocial Changes, Developmental Tasks & Hazards

2. Working with Individuals (Social Casework) (6 Marks)

Social Casework: Definition, nature, objectives, relevance and scope of - philosophy, principles and components of social case work - Social Casework Process: Exploration, Engagement, Assessment and Planning, Implementation, Goal attainment, Termination and Evaluation - Models of Social Case work Practice: Psychodynamic, Behavioural, Psychosocial, General Systems, Ecological & Humanistic – Existential.

3. Working with Groups (Social Group Work & Community Organisation)

(6 Marks)

Social Group Work: Definition, objectives, scope, purpose – Principles of Group Work. Social Group Work Process – Intake, Study, goal setting, intervention, evaluation-programme as a tool, Principles of programme planning, Programme development Process – Stages of group development – Social Group Work Models – Group Worker – role, functions, skills and qualities.

Community Organisation: Definition, Objectives, Scope, Purpose – Principles of Community Organisation – Process: creating discontent, identifying needs, prioritizing needs, designing interventions, mobilizing resources, setting human organisations, implementing and evaluating – Models of Community Organisation: Social Planning,

Locality Development and Social Action, Neighbourhood Development, Systems Change & Structural Change

4. Social Work Administration (6 Marks)

Social Work Administration – Concept, as a method, objectives, principles and functions – tasks of a Social Work Administrator – organization – structure and function of SDWB and SSWB and Department of Social Justice – Legislations : Probation of Offender's act, 1956; Juvenile Justice (care & Protection) Act 2000; Child Labour (Prohibition and Regulation) Amendment Act, 2016; Domestic Violence (Prohibition) Act 2005; POSCO Act 2012; Maintenance and Welfare of Parents and Senior Citizens Act, 2007, Dowry Prohibition Act, 1961; Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act) – Roles of Social Worker in Women and Child Protection at LSG Level; Village Level Child Protection Committees & Jagratha Samiti for Women Protection.

5. Social Security Schemes (6 Marks)

Kerala Social Security Mission: Objectives & Functions – Schemes: Vayomithram – Sruthitharangam – Thalolam – Hunger Free City – Cancer Sureksha – Aswasakiranam – Snehasanthwanam – Prathyasa – Samashwasam

Department of Women and Child Development: Objectives & Functions – Schemes: Supplementary Nutrition Program – Aashwasanidhi – First 1000 Days – Mangalya Scheme – Abhayakiranam – Sahayahastham – Education Assistance for Women – headed Families Others: Sampushta Keralam – ICDS – ORC – Nirbhaya.

Part III: LABOUR LAW (20 MARKS)

Law relating to trade union- registration of trade unions – rights, privileges, immunities, duties and liabilities of registered trade union- collective bargaining – industry- industrial dispute- individual dispute- illegal strike and illegal lock-out- lay-off and retrenchment- transfer and closure of undertakings- reference and settlement of industrial dispute –unfair labour practices- machinery for the amicable settlement of industrial disputes - standing orders – modification of standing orders- employees' compensation- concept of wages – deduction of wages – fixing and revising of minimum wages – calculation and mode of payment of bonus and gratuity- Employees State Insurance- Employees Provident Fund- health, safety and welfare measures for workers

in factories, plantations, shops and commercial establishments- prohibition of sexual harassment of women- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

Part IV GENERAL ENGLISH (10 Marks)

(i). English Grammar (5 Marks)

1. Types of Sentences and Interchange of Sentences.
2. Different Parts of Speech.
3. Agreement of Subject and Verb.
4. Articles - The Definite and the Indefinite Articles.
5. Uses of Primary and Modal Auxiliary Verbs
6. Tag Questions
7. Infinitive and Gerunds
8. Tenses
9. Tenses in Conditional Sentences
10. Prepositions
11. The Use of Correlatives
12. Direct and Indirect Speech
13. Active and Passive voice
14. Correction of Sentences

(ii) Vocabulary (5 Marks)

1. Singular & Plural, Change of Gender, Collective Nouns
2. Word formation from other words and use of prefix or suffix
3. Compound words
4. Synonyms
5. Antonyms
6. Phrasal Verbs
7. Foreign Words and Phrases

8. One Word Substitutes
9. Words often confused
10. Spelling Test
11. Idioms and their Meanings

Part V. REGIONAL LANGUAGE (10 Marks)

Malayalam

1. പദശുദ്ധി
2. വാക്യശുദ്ധി
3. പരിഭാഷ
4. ഒറ്റപ്പദം
5. പര്യായം
6. വിപരീത പദം
7. ശൈലികൾ പഴഞ്ചൊല്ലുകൾ
8. സമാനപദം
9. ചേർത്തൊഴുതുക
10. സ്ത്രീലിംഗം പുല്ലിംഗം
11. വചനം
12. പിരിച്ചെഴുതൽ
13. ഘടക പദം (വാക്യം ചേർത്തൊഴുതുക)

NOTE: - It may be noted that apart from the topics detailed above, questions from other topics prescribed for the educational qualification of the post may also appear in the question paper. There is no undertaking that all the topics above may be covered in the question paper