

Advertisement

Applications are invited from qualified Indian citizens to fill up contractual vacancies in the following Hostels as mentioned below-

Name of Hostel	Name of the Post	Category	Qualification	Monthly consolidated remuneration
PRMAS Hostel for Boys at Kalchini	Superintendent	Unreserved (Male)	Graduate in any discipline from any recognized University	Rs. 12,000/-
	Caretaker	Unreserved (Male)	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
	Cook	Unreserved	Passed Class VIII	Rs. 3,500/- for 50 students and Rs. 4,000/- for exceeding 50 students
	Helper	Unreserved	Passed Class VIII	Rs. 2,500/- for 50 students and Rs. 3,000/- for exceeding 50 students
	Darwan cum Night Guard	Unreserved (Male)	Passed Class VIII	Rs. 3,500/-
	Karmabandhu (Part Time)	Unreserved (Male)	No educational qualification is required	Rs. 3,000/-
PRMAS Hostel for Girls at Kalchini	Matron	Unreserved (Female)	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
	Cook	Unreserved (Female)	Passed Class VIII	Rs. 3,500/- for 50 students and Rs. 4,000/- for exceeding 50 students
	Helper	Unreserved (Female)	Passed Class VIII	Rs. 2,500/- for 50 students and Rs. 3,000/- for exceeding 50 students
	Darwan cum Night Guard	Unreserved (Female)	Passed Class VIII	Rs. 3,500/-
	Karmabandhu (Part Time)	Unreserved (Female)	No educational qualification is required	Rs. 3,000/-
BJRCY Hostel at Falakata	Matron	Unreserved (Female)	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
BJRCY Hostel at Bhutnirghat	Matron	Scheduled Caste (Female)	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
BJRCY Hostel at Khagenhat	Matron	Unreserved (Exempted Category): Female	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
BJRCY Hostel at Kamakhyaguri	Superintendent	Scheduled Tribe (Female)	Graduate in any discipline from any recognized University	Rs. 12,000/-
	Matron	Scheduled Tribe (Female)	Passed Madhyamik or equivalent from recognized Board	Rs. 8,000/-
	Cook	Scheduled Tribe (Female)	No educational qualification is required	Rs. 3,500/- for 50 students and Rs. 4,000/- for exceeding 50 students
	Helper	Scheduled Tribe (Female)	No educational qualification is required	Rs. 2,500/- for 50 students and Rs. 3,000/- for exceeding 50 students
	Darwan cum Night Guard	Scheduled Tribe (Male)	No educational qualification is required	Rs. 3,500/-
	Sweeper (Karmabandhu)	Scheduled Tribe (Female)	No educational qualification is required	Rs. 3,000/-

Conditions-

- Normal Reservation policy of the Govt. of West Bengal will be applicable.
- Age Limit as on 01.01.18: Min.-18 years; Max.- 40 years for General/Unreserved Category which is relaxable upto 3 years for Other Backward Classes (OBC) and 5 years for Scheduled Caste(SC)/Scheduled Tribe(ST)/Persons with Disabilities (Disability greater than 40%/Ex-Servicemen candidates on submission of authentic certificate. The SC/ST/OBC Candidates of other states will be considered as General/Unreserved category. For proof of age, copy of Voter Card(EPIC)/Ration Card/PAN/Admit Card or Registration or Pass Certificate mentioning age of Madhyamik Pariksha/equivalent exam. is required.

3. For posts of Pandit Raghunath Murmu Adarsha Abasik Vidyalaya: Applicants to the posts of Superintendent/Caretaker/Matron are required to go through a written examination followed by the interview. The written examination shall consist of General English, Bengali, Elementary Arithmetic and General Knowledge. Total marks will be 65 (sixty five). 20(twenty) marks will be kept reserved for academic qualification and excellence, past experience, etc. Interview will be for 15(fifteen) marks. Selected candidates will be called for interview. Final selection will be based on marks achieved out of Total 100. For other posts, only Interview will be taken which shall consist of 100 marks.
4. For the posts of BJRCY (Babu Jagjivan Ram Chhatrawas Yojana) Hostels: Applicants to the posts of Superintendent/Matron are required to go through a written examination followed by the interview. The written examination shall consist of English, Bengali, Arithmetic and General Knowledge. Total marks will be 100 (hundred) in written examination. Selected candidates will be called for Interview which shall consist of 25 marks. Final selection will be done combining marks based on written examination and interview. For other posts, only Interview will be taken which shall consist of 100 marks.
5. Names of prospective Exempted Category (EC) candidates will be sought from the Exempted Category Cell, Directorate of Employment, Govt. of West Bengal. In addition to this, the Exempted Category (EC) candidates may apply directly.
6. The Superintendent/Caretaker/Matron/Darwan cum Night Guard is required to stay at the Hostel physically for 24 hours.
7. The applicant to any of the aforesaid posts must be a resident of the district of Alipurduar. For proof residence, copy of Voter Card (EPIC)/Ration Card/Original Certificate issued by the SDO/BDO will be considered.
8. All these engagements are purely on contractual basis. The selected candidates will be required to accept it in a "Notarized Affidavit." The contractual engagements will not be regularized in future. The Govt. may renew the contract after completion of a year on satisfactory performance for another year. The Govt. will be at liberty to terminate the contract at any point of time giving one month's notice. The selected candidate is required to give at least one month's notice (excluding the month when the application is filed) before resigning from any of the aforesaid post.
9. The prescribed leave rules of the regular Govt. employees will not be applicable. Remuneration and conditions of service may be changed in future as per the directions of the Govt.
10. No Travelling Allowance, etc. will be given to the applicants for appearing in any stage of the process of selection.
11. One Candidate may apply to any one post mentioned above. If he/she applies for more than one post, only one will be treated as genuine and other(s) will be treated as rejected.
12. The Karmabandhu/ Sweeper is required to keep clean the entire Hostel building (including Toilets/ Bathrooms/ Washrooms/ Bathing Places/ Rooms of the Hostel) and 10 meter periphery of the Hostel building. The Cook and Helper shall keep clean the kitchen, store room, dining, utensils, other cooking items, etc. jointly.
13. Applications in the prescribed format in Bengali or English (attached) with all self attested supportive documents viz. age proof, educational/residential qualification, category, etc. shall reach the following address by 4pm of 21.12.18 by Hand in Drop Box or by speed post/registered post at the following address. No application will be entertained thereafter. Application via e-mail won't be accepted.

Office of the Project Officer cum District Welfare Officer, Backward Classes Welfare, Integrated Administrative Building, Dooarskanya, 1st Floor, Room No. 118, P.O.- Alipurduar Court, District- Alipurduar, 736122.

QW 28.11.18
Project Officer-cum-District Welfare Officer
Backward Classes Welfare, Alipurduar



GOVERNMENT OF WEST BENGAL
OFFICE OF PROJECT OFFICER CUM DISTRICT WELFARE OFFICER
BACKWARD CLASSES WELFARE: : ALIPURDUAR
DOOARS KANYA, INTREGRATED ADMINISTRATIVE BUILDING, 1st Floor
Alipurduar Court, PO- Alipurduar court, Dist- Alipurduar, Pin- 736122
(Ph. No. 03564-255308, Email Id: - podwoapd2014@hgmail.com)

Memo No: 3411 (14)/ PODWO / BCWA

Dated: 28 /11/2018

Copy forwarded with a request to publish same in the office notice board and to upload same in the office website (if any) to

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|--|--|
| 1. The Addl. Secretary, Tribal Development Deptt., Govt. of West Bengal, | 2. The Commissioner, Backward Classes Welfare Deptt. Govt. of West Bengal, |
| 3. The District Magistrate, Alipurduar, | 4. The Addl. District Magistrate (Dev.), Alipurduar, |
| 5. The Addl. District Magistrate, Alipurduar Zilla Parishad, | 6. The Sub-Divisional Officer, Alipurduar, |
| 7. The DI of Schools, Secondary/Primary, Alipurduar, | 8. The DIO, NIC, Alipurduar, |
| 9. The BDO (all) of Alipurduar, | 10. This office Notice Board. |

QW 28.11.18
Project Officer-cum-District Welfare Officer
Backward Classes Welfare, Alipurduar

APPLICATION FORMAT

Application for the post of Superintendent/Matron/Care Taker/Cook/Helper/Darwan cum Night Guard/Karmabandhu (Part time)

1. Post applied for :
2. Name of Hostel :
3. Name of Applicant (Block Letter) :
4. Father's Name / Husband's Name :
5. Address (in details) : Village / Town :
P.O: Pin:
Block: District:
6. Contact number (Mobile) :
7. Email Id (if any) :
8. Date of Birth :
9. Age as on 01.01.2018 : Years Months Days
10. Sex (Male/Female/Other) : Male Female Other
11. Caste (Please tick) : General SC ST OBC-A OBC-B
12. Whether (Please tick , if any) Ex- serviceman E.C Person with Disability (More than 40%)

Affix one colour
recent passport
sized self attested
photo

13. Educational Qualification :

Examination Passed	School/Board/University	Full Marks	Marks obtained (Excluding Additional/EVS Subjects)	% age of marks (Excluding Additional/EVS Subjects)	Year of Passing
Class - VIII					
MP/ X th					
HS/ XII th					
Graduation					
Post Graduation					
Any other - 1					
Any other - 2					

14. Working experience : Government Sector Private Sector
15. Relevant years of experience : Years Months Days
16. Attachment : (Please tick)

- Application as per proforma :
- Age proof certificate :
- Mark sheet of MP, HS, Graduation , Age proof certificate, etc. : MP HS GRADUATION
Post Graduation Any other - 1 Any other - 2
- Residence Proof certificate (Copy of Voter card (EPIC) /Ration card or Original Certificate of the SDO/BDO)
- Caste Certificate : SC ST OBC-A OBC-B
- Ex- serviceman E.C Person with Disability (More than 40%)
- Computer knowledge certificate :
- Experience certificate :

I declare that the information further above are based on material record true to the best of my knowledge and belief. I also understand that if any information furnished is found to be materially incorrect or incomplete, my candidature is liable to be cancelled without any further information to me.

Place :
Date :

Signature of candidate

আবেদন পত্র

সুপারিনটেনডেন্ট/মেট্রন/কেয়ার টেকার/রাঁধুণী/সহকারী রাঁধুণী/দারোগ্যান তথা নৈশ প্রহরী/কর্মবন্ধু (আংশিক সময়ের) পদের জন্য আবেদন পত্র

ফটো (রঙীন)
স্ব-প্রত্যায়িত

- পদের নাম :
- ছাত্র / ছাত্রী নিবাসের নাম :
- আবেদনকারীর নাম :
- বাবার নাম / স্বামীর নাম :
- ঠিকানা (পুরো বিবরণ) : গ্রাম/শহর :
পোস্ট অফিস :
ব্লক :
পিন :
জেলা :
- মোবাইল নাম্বার :
- ই-মেল আই-ডি (যদি থাকে) :
- জন্মের তারিখ :
- বয়স ০১.০১.২০১৮ এর হিসাবে : বৎসর মাস দিন
- লিঙ্গ (পুরুষ/মহিলা/অন্যান্য) : পুরুষ মহিলা অন্যান্য
- শ্রেণী সম্প্রদায় (সঠিক দাগ দিন) : সাধারণ তপঃ জাতি তপঃ উপজাতি অন্যান্য অনগ্রসর সম্প্রদায়-A অন্যান্য অনগ্রসর সম্প্রদায়-B
- অবসরপ্রাপ্ত সমরকর্মী এগ্জেম্পটেড ক্যাটেগরী (E.C) প্রতিবন্ধী (৪০% এর বেশী)
- শিক্ষাগত যোগ্যতা :

কৃতকার্যের পরীক্ষা সমূহ	বিদ্যালয়/পর্যদ/বিশ্ববিদ্যালয়	মোট নাম্বার	প্রাপ্ত নাম্বার(অতিরিক্ত বিষয় ব্যতীত)	প্রাপ্ত নাম্বার এর শতকরা(অতিরিক্ত বিষয় ব্যতীত)	পাস করার বর্ষ
অষ্টম শ্রেণী					
মাধ্যমিক/দশম শ্রেণী					
উচ্চ মাধ্যমিক/দ্বাদশ শ্রেণী					
স্নাতক					
স্নাতকোত্তর					
অন্যান্য-১					
অন্যান্য-২					

- কাজের অভিজ্ঞতা : সরকারী বে-সরকারী
- কত বছরের অভিজ্ঞতা : বৎসর মাস দিন
- অন্তর্ভুক্ত করা : (সঠিক দাগ দিন)
 - আবেদন পত্রের নমুনা :
 - বয়সের প্রমাণপত্র :
 - মাধ্যমিক, উচ্চ মাধ্যমিক, স্নাতক এর মূল্যায়ন পত্র, বয়সের প্রমাণপত্র, ইত্যাদি : মাধ্যমিক উচ্চ মাধ্যমিক স্নাতক স্নাতকোত্তর অন্যান্য-১ অন্যান্য-২
 - বাসস্থানের প্রমাণপত্র (ভোটার কার্ডের নকল (এপিক) / রেশন কার্ড অথবা মহকুমা শাসক/সমষ্টি উন্নয়ন আধিকারিক দ্বারা প্রদত্ত শংসাপত্র)
 - শ্রেণী সম্প্রদায় : তপঃ জাতি তপঃ উপজাতি অন্যান্য অনগ্রসর সম্প্রদায়-A অন্যান্য অনগ্রসর সম্প্রদায়-B
 - অবসরপ্রাপ্ত সমরকর্মী এগ্জেম্পটেড ক্যাটেগরী (E.C) প্রতিবন্ধী (৪০% এর বেশী)
 - কম্পিউটার জ্ঞান সংক্রান্ত শংসাপত্র :
 - অভিজ্ঞতা সংক্রান্ত শংসাপত্র :

আমি অঙ্গীকার করছি যে উপরোক্ত সকল তথ্য এবং নথি জ্ঞানত এবং বিশ্বাস হেতু সত্য ও বৈধ। আমি এও বুঝি যে যদি এর মধ্যে কোন তথ্য এটিপূর্ণ বা অসম্পূর্ণ বলে ব্যতীত হয় তাহলে আমাকে অবগত না করে আমার প্রার্থী পদের আবেদনের বৈধতা বাতিল হতে পারে।

স্থান :
তারিখ :

আবেদন কারীর সই