



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR
DISTRICT CHILD PROTECTION UNIT, ALIPURDUAR

"DOOARS KANYA" – Integrated Administrative Building
Po – Alipurduar Court, Dist – Alipurduar, Pin – 736122
Email Id: - dmapd.dcpu@gmail.com

Memo no. 4300/XXIV-DCPU/XII-S/16/02/22-23

Date: 12.12.2022

NOTICE INVITING APPLICATIONS

Expression of Interests are invited from qualified trainers / educators / experts for the following co-curricular activities –

1. Yoga
2. Physical Exercise
3. Music
4. Dance
5. Art
6. Craft
7. Interpreter

A. Terms & Conditions -

1. The assignment is purely on temporary basis & Remuneration will be paid only after engagement for performing the activity of assigned category.
2. The selected candidate will be engaged as & when the CCI / DCPU will place requirement for any particular category of performance for the best interest of the Children.
3. Age limit - Maximum 50 (fifty) years as on 30.11.2022.
4. The selected candidates will be assigned duty in any CCIs within the District & no TA & DA will be paid for the assignment.
5. The applicants must have Certificate at least District Level Competition, for that particular category (Except Interpreter).
6. A maximum of Rs.500/- (Rupees Five hundred) will be paid to the trainer / educator / expert for his / her services per session irrespective of category.
7. A maximum of 15 sessions will be organized for particular activities in a month.
8. Each session should be of minimum duration of 1 (one) hour.
9. The District Magistrate as Chairperson of the District Child Protection Unit (DCPU) will approve the engagement of such services of the trainers / educators / experts.

B. Examination procedure: 1) Written Test and Interview or only 2) Interview, as the authority will deem fit.

C. Documents required:

1. Duly filled up Application Form (in prescribed format).
2. Self-attested documents for Address proof (AADHAAR CARD/ VOTER CARD).

3. Self-attested documents for Age Proof (Admit Card of Madhyamik or equivalent examination/ Birth Certificate).
 4. Self-attested documents as proof of educational qualification.
 5. Self-attested documents as proof of co-curricular activity(s).
 6. Self-attested documents as proof of computer knowledge (if any).
 7. Experience Certificates must consist of name of the post, name of the organization, name of the employee, date of joining, date of leaving and **No Objection certificate in case of his/her engagement is in force.**
- D. Candidature as trainers / educators / experts will be cancelled if candidate fails to submit any requisite document(s) on demand in any stage.
- E. **Last date of receiving Application: 28.12.2022 up to 05:00 P.M.**
- F. Mode of receiving application:
- i. Dropping in the box kept in the **Office of the District Magistrate & Collector, District Child Protection Unit, Alipurduar, "DOOARS KANYA"- Integrated Administrative Building, Room No.- 114, P.O. – Alipurduar Court, Dist. – Alipurduar, Pin – 736122.**
- G. Details will be available in the Alipurduar District Website: <http://alipurduar.gov.in/>

Additional District Magistrate (Social Welfare)
Alipurduar 12/12/22

Memo no. 4300/1(13)/XXIV-DCPU/XII-S/16/02/22-23

Date: 12.12.2022

Copy forwarded for information and wide circulation to:

1. The Director, Directorate of Child Rights and Trafficking, Govt. of West Bengal.
2. The Additional District Magistrate (G), Alipurduar.
3. The Additional District Magistrate & DL&LRO, Alipurduar.
4. The Additional District Magistrate and AEO, Zilla Parishad, Alipurduar.
5. The Sub-Divisional Officer, Alipurduar Sub-Division, Alipurduar.
6. The Block Development Officer, Alipurduar-I / Alipurduar-II / Kalchini / Kumargram / Falakata / Madarihat – Birpara Development Block.
7. The District Information and Cultural Officer, Alipurduar.
8. The DIO (NIC), Alipurduar with a request to upload the advertisement to the District website.
9. The Officer in-Charge (Child Protection), Alipurduar.
10. The District Social Welfare Officer, Alipurduar.
11. PA to the District Magistrate, Alipurduar.
12. PA to the Additional District Magistrate (Social Welfare), Alipurduar.
13. Office file.

Additional District Magistrate (Social Welfare)
Alipurduar 12/12/22