

Government of West Bengal
OFFICE OF THE DISTRICT WELFARE OFFICER
BACKWARD CLASSES WELFARE, KOLKATA

1, Harish Mukherjee Road, Kolkata – 700 020: Phone No. 033 – 2223 – 6955: Email – dwokolkata@gmail.com

Memo No. : 3048 /BCW/KOL.

Date: 10 / 12/2018

Notice for engagement in the contractual posts of Rani Rashmoni Chhatri Nibas(2nd Unit) at 20, Judges Court Road, Alipore, Kolkata – 700027

(Order vide Memo No. 2271 – BCW/SS -03/2013, Dated – 29/06/2018 of BCW Deptt., Govt. of West Bengal)

Applications are invited from the eligible Indian citizens in prescribed Proforma of application for purely temporary engagement on contractual basis for the following posts of **Rani Rashmoni Chhatri Nibas(2nd Unit – Central Hostel for girls)** at 20, Judges Court Road, Alipore, Kolkata under Backward Classes Welfare Department, Govt. of West Bengal.

(A) Terms and conditions of eligibility of the posts:

Sl. No.	Name of post	Number of post	Consolidated remuneration per month (in Rs.)	Essential educational qualification	Desirable qualification
1	Cook	1	3000/-	Class – VIII passed	Possession of experience in similar kind of work
2	Helper	1	2500/-	Class – VIII passed	Possession of experience in similar kind of work
3	Darwan – cum – Night Guard(DCNG)	1	3000/-	Class – VIII passed	Possession of experience in similar kind of work
4	Karmabandhu(Part time)	2	3000/-	Class – VIII passed	Possession of experience in similar kind of work

- ✦ All the posts are purely temporary on contractual basis and the engagement shall be for a period of one (1) year only.
- ✦ Age of applicant will not be less than 18 years and not more than 40 years for GENERAL category candidates as on the last date of submission of application (10/01/2019). Relaxation of upper limit of age is applicable for SC/ST/OBC candidates as per existing rules of the Government of West Bengal.

Mode of selection

Cook, Helper, Darwan – cum – Night Guard (DCNG) & Karmabandhu (Part time):

- ✦ Selection process comprises of on the basis of Interview & experience in similar type of work.
- ✦ All the valid applicants will be called for Interview.


District Welfare Officer
Backward Classes Welfare
Kolkata

HOW TO APPLY

- (i) The intending candidates may apply in prescribed proforma (enclosed with this notice or can be downloaded from www.anagrasarkalyan.gov.in) giving their particulars such as educational qualification, date of birth, contact no., address & experience, if any. Self-attested photo copy of the age proof document (Birth Certificate/Certificate issued by the concerned school, Certificates of educational qualification, residential proof (**AADHAR card /Voter ID card**) and two Self- attested recent passport size photographs of applicant (one is to be pasted on the space provided on Proforma of application and other is to be attached with application) must be attached with application.
- (ii) The sealed envelope containing filled up application in prescribed proforma attached with requisite documents superscribed with “ **APPLICATION FOR THE CONTRACTUAL POST OF Rani Rashmoni Chhatri Nibas(2nd Unit) at 20, Judges Court Road, Alipore, Kolkata – 700027**” mentioning with **Name of applicant, Name of post applied for and communication address of applicant** will have to be submitted by hand in the **DROP BOX** kept in the office of the District Welfare Officer, Backward Classes Welfare, Kolkata at **1, Harish Mukherjee Road, Kolkata – 700 020** for the purpose or be sent through **ordinary post/ Speed post/Registered post** to reach to the District Welfare Officer, Backward Classes Welfare, Kolkata at **1, Harish Mukherjee Road, Kolkata – 700 020** within the **last date & time of reaching** of application.


Incomplete application and application without requisite documents will be summarily rejected without any further reference to applicant. Canvassing in any form by a candidate will lead to his /her disqualification.

IMPORTANT DATE

- ✦ **Last date of reaching of application by hand (in DROP BOX)/ordinary post/Speed post/Registered post is upto 17:30 hours of 10/01/2019 (Thursday).**

Reaching of applications through any other means or beyond last date & time of reaching will not be entertained in any circumstances.


District Welfare Officer
Backward Classes Welfare
Kolkata


District Welfare officer
Backward Classes Welfare, Kolkata &
Convener Secretary, Selection Committee
Date: 10 / 12/2018

Memo No. : 3048 / 1(7)/BCW/KOL.

Copy forwarded to:

- (1) The Principal Secretary, BCW & TD Departments, West Bengal, Administrative Building, DJ-4, Sector-II, Salt lake City, Kolkata – 700091 for favour of kind information
- (2) The Commissioner, BCW & TD, West Bengal for kind information with request for wide publicity.
- (3) The Commissioner, BCW Department, West Bengal, Administrative Building, DJ-4, Sector-II, Salt lake City, Kolkata – 700091 for favour of kind information with request for uploading this Notice along with Proforma of application in the website of BCW Deptt. (www.anagrasarkalyan.gov.in) for wide publicity.
- (4) The Additional Director, , BCW & TD Directorate, West Bengal, 8, Lyons Range, Kolkata – 700001.
- (5) The Project Officer (H.Q.), BCW & TD Directorate, West Bengal, 8, Lyons Range, Kolkata – 700001.
- (6) The Superintendent, Rani Rashmoni Chhatri Nibas, Kolkata with request for wide publicity.
- (7) Office Notice Board.


District Welfare officer
Backward Classes Welfare, Kolkata &
Convener Secretary, Selection Committee

District Welfare Officer
Backward Classes Welfare
Kolkata

Proforma of application

Application for the contractual posts of Rani Rashmoni Chhatri Nibas (2nd Unit - Central Hostel for girls) at 20, Judges Court Road, Alipore, Kolkata - 700027(only for FEMALE candidates).

To
The Chairman, Selection Committee &
Commissioner, BCW & TD Directorate, West Bengal.

Paste
Self-attested
copy of recent
passport size
photo of

1. Name of the post applied for :
[Cook/Helper/Darwan - cum - Night Guard/
Karmabandhu(Part time)]
2. Name of applicant (in Block Letter) :
3. Male/Female :
4. Marital status :
5. Father's/Husband's name :
6. Present residential Address :
with P.O. & PIN Code :
7. Permanent address with PIN Code :
8. Contact No. (Mobile) :
9. Alternate mobile no. & E-mail ID :
10. Essential Educational Qualification

Examination passed	Year of passing	School/Board/ Institute	Full Marks	Marks Obtained	% of marks obtained

11. Experience details, if any :
12. Date of birth & age as on 10/01/2019 :
13. Category (SC/ST/OBC/Others/PWD) :
14. Nationality :
15. Religion :

Declaration

I,.....(Name of the applicant) do hereby declare that the above information and supporting documents submitted by me are true and correct to the best of my knowledge and belief. If any information or document is found false or fabricated at any stage of engagement process, I shall be personally liable for that and my candidature is liable to be cancelled summarily.

Date:

(Full signature of the applicant)

Place:

N.B.

Last date of reaching of application form is 10/01/2019 (Thursday) upto 17.30 hours by hand in the DROP BOX/by ordinary post/Speed post/Registered post in the Office of the District Welfare Officer, Backward Classes Welfare, Kolkata at 1, Harish Mukherjee Road, Kolkata - 700020.

Documents to be submitted: 1. Self-attested copy/copies of (a) Age Proof (Birth certificate/ Certificate issued by concerned school, (b) All testimonials of educational qualification,(c) Residential Proof (AADHAR card /Voter ID card) & caste certificate (where applicable).
2. Two copies of Self-attested recent passport size photographs, one is to be pasted on the application form and the other is to be attached with the application form.