

**Government of West Bengal**  
**Urban Development & Municipal Affairs Department**  
**Municipal Affairs Branch**  
**NAGARAYAN, 6<sup>th</sup> Floor**  
**DF – 8, Sector – I, Salt Lake City, Kolkata – 700064**

**NOTIFICATION**

**No. 867/MA/O/C-4/3R-4/2011 dated, 22<sup>nd</sup> December, 2017.** –In exercise of the powers conferred by section 417, read with sub-section (4) of section 54 of the West Bengal Municipal Act, 1993 (West Ben. Act XXII of 1993) (hereinafter referred to as the said Act), the Governor after previous publication is pleased hereby to make the following amendment in the West Bengal Municipal Employees' (Recruitment) Rules, 2005, published under notification No. 443/MA/O/C-4/3C-5/2001 dated the 12<sup>th</sup> day of September, 2006 (hereinafter referred to as the said rules):-

**Amendments**

In rule 4 of the said rules, -

(a) in sub-rule (1), -

(1) after entry 1, insert the following entry:-

“1A. Law Officer:  Method of recruitment:	By deputation from the officers belonging to cadre of the West Bengal Legal Service under Law Department.”,
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(2) after entry 2, insert the following entry:-

“2A. Personal Assistant:  (a) Method of recruitment:  (b) Qualification:	By direct recruitment;  For direct recruitment - (a) passed Higher Secondary or equivalent examination from any recognized Board;  (b) Diploma in Computer Application; and  (c) 80 words per minute stenography speed, and English typing speed of 30 words per minute.”;
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(3) after entry 3, insert the following entry :-

<p>“3A. Work Assistant:</p> <p>(a) Method of recruitment:</p> <p>(b) Qualification:</p>	<p>By direct recruitment.</p> <p>Passed Madhyamik from the West Bengal Board of Secondary Education or its equivalent and shall have Diploma in Computer Application from a reputed organization with the ability of typing on Computer at the speed of 20 words per minute in English.”;</p>
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(4) omit entry 5 and content relating thereto;

(5) in entry 9, -

(a) after the words “Peon/ Helper/ Mazdoor”, insert the words and sign “/ Attendant/ Ambulance Attendant/ Messenger”; and

(b) in clause (b), after the words “the candidate shall”, omit the words “be able to read and write Bengali or Nepali, and”;

(6) in entry 10, in clause (ii), after the words “eligible for promotion”, insert the words “on the basis of seniority-cum-merit **and performance** of the candidate. For selection of the candidate for the post the merit **and performance** of the candidate shall be decided by a Selection Committee constituted for the purpose.”;

(7) in entry 12, for clause (i), substitute the following clause:-

“(i) for direct recruitment, the candidate has passed Madhyamik or equivalent examination from any recognized Board having at least two years’ experience in accounting. Candidates having good knowledge in computers and Accounting Software will get preference.”;

(8) in entry 15, for the words “Surveyorship or similar technical qualification”, substitute the words “Certificate of Surveyorship”;

(9) after entry 18, insert the following entry:-

<p>“18A. Executive Engineer:</p> <p>Method of recruitment and Qualification</p>	<p>: by promotion on the basis of seniority-cum-merit <b>and performance</b> of the employees in the regular post of Assistant Engineer with at least ten years experience in the said post in municipal works.</p>
<p>18B. Structural Engineer:</p> <p>(a) Method of recruitment</p> <p>(b) Qualification</p>	<p>: by direct recruitment.</p> <p>: (a) A post graduate degree in Structural Engineering from a Government recognized University or an equivalent engineering qualification recognized by the Government and shall have at least three years experience in structural design and execution of work of different classes of buildings in areas other than the Municipalities in hill areas; or</p> <p>(b) A bachelor degree in Civil/ Construction Engineering from a Government recognized University or an equivalent engineering</p>

	qualification recognized by the Government and shall have at least seven years experience in structural design and execution of work of different classes of buildings in areas other than the Municipalities in hill areas.”;
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(10) in entry 27, for the words “have electrical certificates from any I.T.I. recognised by the Govt.”, substitute the words “having certificates in electrical workmanship (440 volts) and having experience of 3 years in the electrical workmanship”;

(11) after entry 29, insert the following entry under Clause VI under the heading “**Public Health & Convenience**”:-

“29A. Health Officer:	
(a) Method of recruitment	: by direct recruitment
(b) Qualification	: Medical qualifications included in the First or Second Schedule or Part II of the Third Schedule of the Indian Medical Council Act, 1956 and Registration as Medical Practitioner with the State Medical Council of West Bengal.  <i>Desirable</i> – The Candidates possessing recognized Post Graduate Degree or Post Graduate Diploma in Public Health, Epidemiology, Health Management and Hospital Administration.  <i>Note: The applicant must be a citizen of India. He/ She should have the ability to read, write and speak in Bengali [Not required in the case of Nepali speaking candidates of the hill areas of Darjeeling district].</i>
(c) Age	: not more than <b>36</b> years on the 1st January of the year of application for Graduates, relaxable for otherwise qualified and experienced candidates.  Age is relaxable for SC and ST candidates, OBC candidates and candidates with disabilities as per existing Government rules.  <i>Note:</i> <i>Age – As recorded in Madhyamik or equivalent certificate will only be acceptable.”;</i>

(12) in entry 30, -

(a) for the words “Diploma in Sanitary Inspectorship”, substitute the words “Diploma or Certificate in Sanitary Inspectorship”;

(ii) insert the following para at the end:-

“ By promotion on the basis of seniority-cum-merit **and performance** from the employee working in the post of **Sanitary Assistant**, and having qualification for direct recruitment.”;

(13) in entry 33, for the words “Recorder (Burning Ghat)”, substitute the words “Recorder (Burning Ghat/ Burial Ground)”;

(14) for entry 36, substitute the following entry:-

“36. *Driver*:

- (a) Method of recruitment : By direct recruitment or by promotion;
- (b) Qualification : (i) For direct recruitment the candidate shall have heavy driving license, with an experience of not less than five years, and have passed Class VIII from any school recognized by the Government. The minimum age limit for such recruitment shall be **20** years.
- (ii) By promotion from the seniormost employee having scale of pay below to that of Driver having similar qualification for direct recruitment.”;

(15) In entry 37, after the words “passed ‘D’ certificate in electrical maintenance”, insert the words “or certificate in electrical wiring”;

(16) after entry 40, the following entries shall be inserted:-

<p><b>“X. Information Technology Department.</b></p> <p>41. System Analyst:</p> <p>(a) Method of recruitment:</p> <p>(b) Qualification:</p>	<p>By direct recruitment.</p> <p>For direct recruitment, the candidate shall have a qualification of, -</p> <p>(a) MCA / M. Sc. / B.E. / B. Tech. in Electronics and Telecommunication Engineering/ Information Technology (IT) / Computer Science Engineering (CSE) from any Government recognized Institution/ University, and five years experience in IT sector shall be preferable; or</p> <p>(b) BCA / Information Technology (IT) with MCSA or MCSE or CCNA / Graduate in Computer Science from any Government recognized Institution/ University, and seven years experience in IT sector shall be preferable.”;</p>
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(b) in sub-rule (2), for the word and number “37 years”, substitute the word and number “40 years”.

By order of the Governor,

Sd./- O. S. Meena

*Secy. to the Govt. of West Bengal*

No. 867/1(255)/MA/O/C-4/3R-4/2011

Dated, the 22<sup>nd</sup> December, 2017

Copy forwarded for information and necessary action to the,:

1. Chairman, \_\_\_\_\_ Municipality/Notified Area Authority,  
P.O. \_\_\_\_\_, District \_\_\_\_\_.
2. Chairman, Municipal Service Commission, West Bengal.
3. Special Secretary, Finance Department, Group – P<sub>2</sub>, Government of West Bengal.
4. Commisioner, Asansol/ Bidhannagar/ Chandernagore / Durgapur/ Siliguri Municipal Corporation, P.O. \_\_\_\_\_, Dist.- \_\_\_\_\_.
5. Executive Officer, \_\_\_\_\_ Municipality/Notified Area Authority, P.O. \_\_\_\_\_, District \_\_\_\_\_.
6. Director of Local Bodies, West Bengal, Purta Bhaban, Salt Lake, Kolkata – 700 091.
7. Director, SUDA, ILGUS Bhaban, Salt Lake, Kolkata – 700 106.
8. Private Secretary to the Minister-in-Charge, Municipal Affairs & Urban Development Department.
9. Cell – 2/3/5/9 of this Department.

  
22/12/2017  
Joint Secretary