

# OFFICE OF THE COUNCILLORS OF BISHNUPUR MUNICIPALITY

Memo No.....1711/XI-8,

Dated, Bishnupur, the 04/09/2017

Advertisement no. 01/BM/2017, Dated 04/09/2017

To :

## Recruitment Examination, 2017 for different category of posts under Bishnupur Municipality.

Sub : Applications are invited from Indian Citizens domiciled in West Bengal in the prescribed format from the willing and eligible candidates to fill up the following vacant posts of different group under Bishnupur Municipality.

Last date for Submission the application is 10<sup>th</sup> October, 2017 upto 5 p.m.

Ref. : The criteria for the posts are as follows:

Sl. No.	Name of the Post	No. of Vacancy	Category of Vacancy	Pay Structure	Minimum Educational Qualification with Experience	Age as on 01.04.16
1	Office Superintendent	01 (One)	1 UR	<b>PB-3</b> (Rs. 7,100-37,600) Gr. Pay Rs.4,100/-	Essential:- Shall be Graduate from any recognized university with an experience of work in supervisory level in any Government/Semi-Government organization/ULB for 3 (three) years and well conversant of Computer Knowledge is desirable, Law graduate preferable	Minimum age is 18 years and maximum age as per Govt. Rules
2	Sanitary Inspector	01 (One)	1 UR	<b>PB-3</b> (Rs. 7,100-37,600) Gr. Pay Rs.3,600/-	Essential:- Passed Higher Secondary examination from any Board or Council recognized by the Government and also have Diploma in Sanitary Inspectorship from any Institution recognized by the Government.	Minimum age is 21 years and maximum age as per Govt. Rules
3	Majdoor	01 (One)	1 UR	<b>PB-1</b> (Rs. 4,900-16,200) Gr. Pay Rs.1,700/-	Essential:- Passed Class VIII from any Government recognized Institution. Ability to read and write Bengali and Preference shall be given on good physique and sportsmanship.	Minimum age is 18 years and maximum age as per Govt. Rules

**How to apply** : Download the Application Format along with Admit Card & Instruction from the website: [www.wbdma.gov.in](http://www.wbdma.gov.in) and Apply prescribe formats in A4 size paper with three passport size photograph one affix on the Application Form and another two affix on Admit. Candidates must furnish self attested photo copies of all testimonials and certificates along with application formats. Application must be submitted in the sealed envelope with mentioning the post on envelope by hand by dropping in Drop Box between 10.30 a.m. to 5 p.m. on all normal working days addressed to the **Chairman, Bishnupur Municipality, P.O.-Bishnupur, Dist.-Bankura**. One Applicant must not submit Application for more than one post. After verifying the eligibility with entire related document, the application will be deemed to be submitted.

Application not filled up properly and not accompanied with relevant certificates and testimonials shall summarily be rejected. Submission of application through postal/online will not be allowed.

A candidate now in service under the State Government, Semi Government, Local / Statutory Body shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer and reaches the Office of the Councillors Bishnupur Municipality within 7 (Seven) days preceding the date of Personality Test / Interview. Otherwise he / she will be considered not eligible for the Personality Test / Interview.

# OFFICE OF THE COUNCILLORS OF BISHNUPUR MUNICIPALITY

Memo No.....

Dated, Bishnupur, the .....20


**To :** **Last Date** : **Application must reach to this office within 10.10.2017 (5 p.m.).**  
Application which will reach this office after 10<sup>th</sup> October, 17 will treated as cancelled.

**Sub :** **Miscellaneous** : Admit Card / Call Letter for the Examination will have to be send by post. No candidate shall be allowed to enter the Examination Hall unless he / she hold valid Admit Card. If at any stage a candidate is found ineligible for admission in terms of condition of eligibility for this Examination, his / her candidature will be rejected without further reference to him / her.

**Ref. :** **NOTE** : The Municipal Selection Committee Authority reserves the right to rectify errors and omissions, if any, in the process of holding the Examination and final declaration of result.


Dated, Bishnupur  
The 4<sup>th</sup> September, 2017.



  
Chairman,  
Bishnupur Municipal Selection Committee,  
&  
Chairman,  
Bishnupur Municipality.

**Copy forwarded for publicity to:**

1. Office Notice Board of this Municipality.

  
Chairman,  
Bishnupur Municipal Selection Committee,  
&  
Chairman,  
Bishnupur Municipality.



10 ACADEMIC QUALIFICATION :

SL. NO.	BOARD/ COUNCIL/ UNIVERSITY/ INSTITUTE.	EXAM PASSED	YEAR OF PASSING	TOTAL MARKS	MARKS OBTAINED	PERCENTAGE	DIVISION

11. COMPUTER KNOWLEDGE:


12. OTHER QUALIFICATION:

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13. EXPERIENCE:

Sl No.	Name of the Office where employed	Name of the Post	Date of Joining	Date of leaving (if any)	Whether the job is temporary or permanent	Type of Work Done

Declaration:

I do hereby declare that all the information furnished by me is true and correct to the best of my knowledge and belief. In case any of them is found false / defective subsequently my candidature shall liable to be cancelled.

**Place:**

**Date:**

.....  
Full Signature of the Candidate



**ADMIT CARD**

**WRITTEN EXAMINATION TO THE POST OF** \_\_\_\_\_

**Date of Written Exam** :-

**Time** :-

**Roll No.** :-

**Name of Examination Center** :-

Attached a  
Passport size  
Photo here  
of the candidate  
with his/her full  
signature.

**(FOR OFFICE USE ONLY)**

**(TO BE FILLED IN BY THE CANDIDATE)**

**Name of the Candidate(in Capital Letter) :-** \_\_\_\_\_

Father's/Husband's Name :- \_\_\_\_\_

Postal Address :- Vill/Ward No. \_\_\_\_\_, P.O. \_\_\_\_\_

P.S. \_\_\_\_\_ Dist. \_\_\_\_\_

State \_\_\_\_\_, PIN CODE \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Authority)

\_\_\_\_\_  
(Full Signature of the Candidate)

NB:- Candidate should read carefully instruction of written examination which is published.



**ADMIT CARD**

**WRITTEN EXAMINATION TO THE POST OF** \_\_\_\_\_

**Date of Written Examination** :-

**Time** :-

**Roll No.** :-

**Name of Examination Center** :-

Attached a  
Passport size  
Photo here  
of the candidate  
with his/her full  
signature.

**(FOR OFFICE USE ONLY)**

**(TO BE FILLED IN BY THE CANDIDATE)**

**Name of the Candidate(in Capital Letter) :-** \_\_\_\_\_

Father's/Husband's Name :- \_\_\_\_\_

Postal Address :- Vill/Ward No. \_\_\_\_\_, P.O. \_\_\_\_\_

P.S. \_\_\_\_\_ Dist. \_\_\_\_\_

State \_\_\_\_\_, PIN CODE \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Authority)

\_\_\_\_\_  
(Full Signature of the Candidate)

NB:- Candidate should read carefully instruction of written examination which is published.

BISHNUPUR MUNICIPALITY  
P.O. BISHNUPUR :: DIST. BANKURA

**INSTRUCTION TO CANDIDATE (EXAMINEES)**

1. Immediately on receipt of the Admit Card, Every candidate is expected to verify all the facts, i.e. Roll No., Name, Name of the Post, Examination Timing, Examination Centre, Date of Examination etc.
2. The doors of the Examination hall will be opened half an hour before the time specified for the commencement of the examination. No candidates should leave the examination hall before the scheduled time of the examination.
3. No candidate shall be permitted to enter the hall after 10 minutes of schedule time.
4. Candidate will occupy their seats according to their roll numbers.
5. Immediately on receipt of the question/answer paper, every candidate must write his/her Roll Number on his/her question/answer paper at the specified space. If any question/answer paper supplied is found defective in any way the same will be exchanged instantly.
6. No candidate shall bring or carry with him/her into the examination hall any paper book, book, notes or any other material, nor shall he/she communicate with any other candidate in the examination hall, during the examination in progress. Any infringement of this instruction is likely to be expelled from the examination hall or otherwise dealt with.
7. Rough work when necessary, should be done in the separate page to be annexed with answer script paper.
8. Answer should be done by way of a (√) mark against in appropriate box  of the correct answer for objective questionnaires only.
9. No candidate shall, without the special permission of the invigilator, leave his/her seat in the examination hall during the examination. At the expiry of the time allowed, the answer paper must be surrendered immediately to the invigilator concerned.
10. Every candidate must sign in the attendance sheets in the appropriate column against his/her Roll Number and name, without signing the attendance sheets the answer paper will be treated as cancelled.
11. Smoking, chewing of tobacco/betel nut, intoxicant, etc. is strictly prohibited in the examination Hall.
12. Candidates should (√) mark the answer only in blue or black ink ball point pen only. Candidates are not to use red, green ink, highlighter sketch pen etc.
13. Candidates are strictly prohibited to use the following object in the examination hall :- Calculator, Mobile Phone, Pager, Digital Dairy, Cellular Phone and other electronic gadgets or similar calculating machine.
14. Candidate securing qualifying marks will be called for interview.
15. No T.A/ D.A will be admissible for attending the examination.