

OFFICE OF THE

ISLAMPUR MUNICIPALITY

P.O. – ISLAMPUR: DIST. – UTTAR DINAJPUR

Ph.: 255153, 258071 (O)

S.T.D.: 03526

Email: islampurmunicipality@gmail.com sulm.islampur@gmail.com

Memo No. 969 IM/2016



Date 25/10/2016

Notice of vacancy

Application in the "Prescribed Format" is invited from the eligible candidates for purely contractual engagement of Specialists / Experts for the following posts for City Mission Management Unit(CMMU) under Nation Urban Livelihood Mission (NULM) for maximum period of 2 years along with the provision of subsequent renewal after every one year based on satisfactory performance appraisal under National Urban Livelihood Mission (NULM) under Islampur Municipality.

1. Manager— Social Development and Infrastructure Economics/ Management. Experience: 2-3 years practical experience of work Social Development work with poverty reprogrammes. Other qualifications: Proficiency with MS Office, Strong An Skill, Experience of working with Institutions will be given preference. Fluency of English and Bengali or Local Lan Age: 18-40 years as on 01.04.2016 Remuneration: Rs.50,000.00 per month. No. of Post: One (on contract basis with engal period of maximum two years at a time) Educational Qualification: Bachelor degree in		(8)	SI							
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Other qualifications:	e e									
Proficiency with MS Office, Strong Ar	Analytics	*								
Skill, Experience of working with		•								



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SI	Name of	Eligibility criteria					
No.	post	·					
		Institutions will be given preference.					
3		Fluency of English and Bengali or Local Language.					
		Age: 18-40 years as on 01.04.2016					
		Remuneration: Rs.50,000.00 per month					
3 .	Dealing	No. of Post: One (on contract basis with engagement					
	Assistant-	period of maximum two years at a time)					
	cum-Data	Educational Qualification: 10+2 in any discipline and					
	Entry	minimum 6 month course in Basic Computer.					
	Operator	Experience: Minimum two years experience of working					
ı		with any organisation of the Govt. Society, firm,					
		association in data entry and related works in relevant					
		field.					
į.		Other qualifications:					
		Proficiency with MS Office, e-mailing, internet					
		operation.					
		Fluency Bengali or Local Language					
		Age: 18-40 years as on 01.04.2016					
		Remuneration: Rs.12,000.00 per month					
4.	Page Washington Interpretation of the	No. of Post: One (on contract basis with engagement					
	Organiser	period of maximum two years at a time)					
		Educational Qualification: 10+2 in any discipline					
		Experience: 3-5 years of experience of working with					
3		community on Social Development.					
		Other qualifications:					
1		• Proficiency with MS Office, e-mailing, internet					
		operation.					
		Fluency Bengali or Local Language					
İ		Age: 18-40 years as on 01.04.2016					
		Remuneration: Rs.10,000.00 per month					

Terms and Conditions are noted below-

- Candidates must furnish the self-attested photo copies of all testimonials and certificates issued by the competent authority with application.
- Candidates should apply in the prescribed Application Form to be downloaded from the Website in A4 size paper.
- Candidates should enclose self-attested photocopy of the age proof certificate with the application.



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- Self-attested recent passport size photo to be pasted on Application Form and name of the post for which applied must be mentioned on the cover of the application and the top of the application form as "Application for the post of "
- Application should reach by register post on the address of Chairman, i.e. The Chairman, Islampur Municipality, Islampur, Uttar Dinajpur, Pin-733202, West Bengal.
- Last date and time of submission of application is 12th Nov 2016 upto 4.00PM.
- Candidates are requested to view the website <u>www.islampurmunicipality.org</u> and <u>www.wbdma.gov.in</u> and <u>www.changekolkata.org</u>for further details.
- One person can apply for a single post only.
- Submission of application through online will not be allowed.

Chairman

Islampur Municipality Islampur, Uttar Dinajpur

APPLICATION FORM

Attach passport

To

The Chairman,

Islampur Municipality size photo P.O. - Islampur District- Uttar Dinajpur (self-attested) West Bengal-733202 Application for the post of..... 1) Name (IN CAPITAL LETTER): 2) Father's/Husband's Name (IN CAPITAL LETTER): 3) Gender: (MALE/FEMALE) 4) Date of Birth: D D M M Y 5) Nationality: 6) CATERGORY: (SC/ST/OBC/GENERAL) 7) Address with pin code: 6.1 Present Address (IN CAPITAL LETTER)

6.2	Permanent Address (IN CA	APITAL LETTER)			
-						
Con	tact number:		ž	¥.		
Aca	demic Qualification:			_	_	
SI. No.	School/Board/Univ./ Inst.	Exam Passed	Year of Passing	Total Marks	Marks obtained	Percentage
						<u> </u>
9)	Computer Knowledge:					
10)	Experience :					
SI.	Name of the employer	Name of	Date of	Date of	Whether the job is	Type of Work Do
0		the Post	joining	Leaving	temporary or permanent	J. S. K. DOI
- 102 B					5	
					40 20 20 20	-

11) Additional Qualification (If any):

ADMIT CARD

TO BE FILLED IN BY THE CANDIDATE	Attach Passport size				
Name of the post applied for:-	Photo				
1) Name:-	(Self-attested)				
2) Father's Name:-	<u> </u>				
3) Postal Address:					
4) Date of Birth:					
Si	gnature of the Candidate				
	and the same of th				
TO BE FILLED IN BY THEULB					
ROLL NO					
Name of the Examination / Interview Centre With complete address :					
Date of Examination / Interview and time :					
Reporting time at the Centre :					
Note: - Bring all original certificates in support of Age, Educational Qualification & NOC from concern Authority if applicable					
Date -					

Chairman Islampur Municipality Islampur, Uttar Dinajpur