

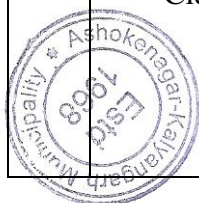
ASHOKENAGAR – KALYANGARH MUNICIPALITY

P.O. & P.S. Ashokenagar, North 24Parganas ,743222

Employment Notice No.-AKM/ 2373 /Gen. Estb. /Emp./2017**Dated : 03 .01.2017.****NOTIFICATION**

Applications are invited in the prescribed format uploaded in the Municipal Website and Municipal Affairs Department Website from the willing and eligible candidates to fillup the following vacant posts of Group - B,C & D category under Ashokenagar-Kalyangarh Municipality. Last date of submission of application is 31.01.2017.

S/N	Name of the post	No. of Vacancy		Pay Structure	Qualification & Experience	Age limit as on 01/11/2016
1	Assessment - in-Charge	1	UR	PB-3 Rs. 7100-37600/- Gr. Pay Rs. 3600/-	Diploma in Surveyorship from any Institution recognised by the Government.	21-37 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
2	Assessment Inspector	1	UR	PB-2 Rs. 5400-25,200 Gr. Pay Rs. 2900/-	Diploma in Surveyorship from any Institution recognised by the Government.	25-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
3	Sanitary Assistant	1	UR	PB-2 Rs. 5400-25,200 Gr. Pay Rs. 2600/-	Passed in Madhyamik or equivalent Examination recognised by the Govt.Appointment is subject to successful completion of a pre service training as will be decided by the B.O.C.	18-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
4	Sanitary Inspector	1	UR	PB-3 Rs. 7100-37600/- Gr. Pay Rs. 3600/-	H.S.Passed from Board or Council recognised by Govt. and also have Diploma in Sanitary Inspectorship from any Institution recognised by the Government.	21-37 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
5	Clerk	6	SC-1,UR -1, UR(EC)-1, ST-1,UR(Ex-Serviceman in Gr.-D)-1, OBC(A)-1	PB-2 Rs. 5400-25,200 Gr. Pay Rs. 2600/-	Passed in Madhyamik or equivalent Examination from any Board recognised by the Govt. Preference shall be given to them who know typing and having knowledge in computer.	18-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.



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S/N	Name of the post	No. of Vacancy		Pay Structure	Qualification & Experience	Age limit as on 01/11/2016
6	Mazdoor	7	SC-1,UR -1 UR(EC)-1, ST-1,UR(Ex- Serviceman in Gr.-D)-1, OBC(A)-1 & SC(EC)-1.	PB-1 Rs.4900- 16,200/- Gr. Pay Rs. 1700/-	Class VIII Passed from any institute recog. by the Govt. and shall be able to read & write in Bengali, having well physique.	18-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
7	Helper	3	UR-1 UR(EC)-1 SC-1	PB-1 Rs.4900- 16,200/- Gr. Pay Rs. 1700/-	Class VIII Passed from any institute recog. by the Govt. and shall be able to read & write in Bengali, having well physique.	18-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.
8	Tax Collecting Sarkar	5	On Commission Basis		Passed in Madhyamik or equivalent Examination at least in second division from any Board recognised by the Govt. Preference shall be given to them who know typing and having knowledge in computer.	18-40 yrs, Age relaxation for OBC-3 yrs., SC/ST-5 yrs.

The candidates who desire to apply for the above posts should send the applications to the Chairman, Ashokenagar-Kalyangarh Municipality, P.O.+P.S.-Ashokenagar, Dist.- North 24-Parganas, PIN-743222 by dropping in the box to be kept in the Municipal Office. The dropping of Application Forms in the Box will start from the date of publication of the advertisement from 11-30 A.M. to 4-00 P.M. except Sundays and holidays. The candidates having requisite qualifications may apply in the prescribed format on downloading the same from the website (www.akmweb.in) of Ashokenagar-Kalyangarh Municipality and also www.wbdma.gov.in of Municipal Affairs Department, Govt. of W.B.

The last date of submission of application is 31.01.2017. Applications receipts thereafter will not be considered.

Applications not filled up properly and not accompanied with relevant certificates and testimonials shall summarily be rejected.

Candidates are requested to follow up the Website of Ashokenagar-Kalyangarh Municipality for future guidance, also schedule of written Test/ Viva-Voce etc. Canvassing in any form and / or bringing in any influence- political or otherwise will be treated as disqualification for the post. Interim enquiries will not be entertained.

No T.A/D.A is admissible for appearing at the written test and /or Viva-Voce.



P. Sarkar
(Prabodh Sarkar)

Chairman

Ashokenagar-Kalyangarh Municipality.

Prabodh Sarkar
Chairman
Ashokenagar-Kalyangarh Municipality

ASHOKENAGAR – KALYANGARH MUNICIPALITY

P.O. & P.S. Ashokenagar, North 24Parganas ,743222

ROLL NO.-
Space for office use**APPLICATION FORM**Application No.-
AKM/ /2016-17
(for office use)To
The Chairman
Ashokenagar-Kalyangarh Municipality
P.O.-Ashokenagar, P.S.-Ashokenagar
Dist.-North 24-Parganas
PIN-743222Attach passport
size photo
(duly attested)Application for the post ofas per Employment
notice No. AKM/ 2373 /Gen./Estb./Emp./2016-17 Dated- 03/01/2017

1) Name (IN CAPITAL LETTERS):

2) Father's/Husband's Name (IN CAPITAL LETTERS):

3) Gender: (Put '√' mark)

Male	Female
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4) Category:(Put '√' mark)

Genl.	S.C.	S.T.	OBC-A	OBC-B	Genl. E.C.	S.C. E.C.	Genl. Ex.Ser.man
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5) Date of Birth:

D	D	M	M	Y	Y	Y	Y

Office of the Councillors
ASHOKENAGAR – KALYANGARH MUNICIPALITY

P.O. & P.S. Ashokenagar, North 24Parganas ,743222

10) Computer Knowledge:

a) Have you ever been employed ?

b) If so give details thereof:-

S/N.	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

11) Additional Qualifications (If any):-

12) List of documents enclosed :-

S/N.	Documents
1	
2	
3	
4	
5	
6	

Declaration: I do hereby declare that I have carefully read the terms & conditions of eligibility as laid down in the advertisement. Those conditions are acceptable to me. The details mentioned in the Application are true, complete and correct and I shall submit/furnish the necessary certificates whenever required.

If any information is found to be incorrect/false at any stage during the selection process or detected even after the appointment, my candidature/service will be treated as cancelled.

Date:

Place:

Signature of the Candidate

ASHOKENAGAR – KALYANGARH MUNICIPALITY

P.O. & P.S. Ashokenagar, North 24Parganas ,743222

ADMIT CARD

WRITTEN EXAMINATION TO THE POST OF -----

Date of written examination :
Time :
Roll No. :
Name of the examination center:

Space for pasting
of recent passport
size photograph
of the candidate
with his/her full
signature thereon

----- (FOR OFFICE USE ONLY) -----

(To be filled in by the candidate)

- 1) Name of the candidate:
- 2) Father's/Husband's Name:
- 3) Postal Address:..... P.O.-.....
P.S.-....., Dist.-.....
State-, PIN Code-.....
- 4) Category:

(Signature of the authority)

(Signature of the candidate)

N.B. : Candidate should read carefully the instruction of written examination which has been published.

X

ADMIT CARD

WRITTEN EXAMINATION TO THE POST OF -----

Date of written examination :
Time :
Roll No. :
Name of the examination center:

Space for pasting
of recent passport
size photograph
of the candidate
with his/her full
signature thereon

----- (FOR OFFICE USE ONLY) -----

(To be filled in by the candidate)

- 5) Name of the candidate:
- 6) Father's/Husband's Name:
- 7) Postal Address:..... P.O.-.....
P.S.-....., Dist.-.....
State-, PIN Code-.....
- 8) Category:

(Signature of the authority)

(Signature of the candidate)

N.B. : Candidate should read carefully the instruction of written examination which has been published.

Office of the Councillors
ASHOKENAGAR – KALYANGARH MUNICIPALITY

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INSTRUCTIONS TO THE CANDIDATES (EXAMINEES)

1. Immediate 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 the scheduled time and will not be allowed to leave until the expiry of examination.
4. Candidates 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 the question/answer paper supplied is defective the question/answer paper should be exchanged before the commencement of examination.
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 the examinee 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 in the appropriate box of the correct answer for M.C.Q. and 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 deposited 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. Total marks of the WRITTEN examination (M.C.Q. and Objective) is 80 (Eighty) while that of VIVA-VOCE is 20 (twenty).
13. Candidates should put a '√' mark for the answer only in blue or black ink ball point pen only. Candidates are not to use red, green ink, highlighter sketch pen etc.
14. Candidates are **strictly prohibited** to use following objects in the examination hall :- **Calculator, Mobile Phone, Pager, Digital Dairy, Cellular Phone and other electronic gadgets or similar calculating machine.**
15. Candidates securing qualifying marks will be called for VIVA-VOCE.



PrabodhSarkar
Chairman
Ashokenagar-Kalyangarh Municipality.