

**Government of West Bengal  
Office of the District Magistrate,  
Dakshin Dinajpur, Balurghat  
Social Welfare Section  
(District Child Protection Unit)**

MEMO NO. 280 /DSW/DD

DATE- 07 /05/2015

**Advertisement**

In order to fill up different categories of posts on contractual basis in the District Child Protection Society ( DCPS ), Dakshin Dinajpur for the implementation of the Integrated Child Protection Scheme (ICPS), the District Magistrate, Dakshin Dinajpur invites applications from the bonafied Indian citizens. Particulars of which are given below :-

Sl. No.	Name of the Post	Nos. of Post	Age	Minimum Educational Qualifications	Other required Qualifications	Salary
1	Legal cum Probation Officer	1	18-45	Graduate in Law	Knowledge in Computer Operations & Three years experience in the field of Child Welfare	Rs. 21,000/-
2	Counselor	1	18-35	Graduate, Preferably in Social Work/ Psychology/ Sociology	Knowledge in Computer Operations & Two years experience in the field of Child Welfare/ Counseling	Rs. 14,000/-
3	Data Analyst	1	18-35	Graduate in Computer Applications	At least one year's experience in the relevant field	Rs. 14,000/-
4	Social Worker (Reserved for SC Candidate)	1	18-35	Graduate, Preferably in Social Work/ Psychology/ Sociology	Knowledge in Child Psychology is preferable. Experience : at least Two Years in the field of Child Development / Counseling	Rs. 14,000/-
5	Assistant-cum-Data Entry Operator, Juvenile Justice Board	1	18-35	HS or Equivalent	Knowledge in Computer Operations & experience of at least one years in Computer operation	Rs. 9,000/-

1. Only Indian Citizen can apply.
2. Download the application form from [www.ddinajpur.nic.in](http://www.ddinajpur.nic.in).
3. Read all the instruction carefully before filling in the application form.
4. Use only black dot pen for filling in the application form.
5. All photocopies of certificates & testimonials should be self attested. One copy of recent passport size photograph should be pasted on the application form duly signed in full by the applicant.
6. The application is to be sent to the District Magistrate & Chairperson, District Child Protection Society, Collectorate Office Building, 2<sup>nd</sup> Floor, District Child Protection Society Office, Dakshin Dinajpur, 733101 **by registered Post only.**
7. Name of the post applied for and candidates' address should be clearly noted on the envelope containing application form.
8. Any overwriting and striking off should be authenticated by the candidates by initialing it.
9. The reference date for minimum and maximum age is an on 01-01-2015.
10. Age relaxation for ST/SC candidates will be made as per Govt. rules.
11. The Society reserves the rights to cancel any applications not properly filled in or received after 02-06-2015 at 5.30 p.m.

*(Signature)*  
District Magistrate  
Dakshin Dinajpur.

**The following must be enclosed and complied with :-**

1. All the columns of the applications form are duly filled in.
2. Attested copy of cast certificate.
3. Attested copies of educational qualifications and experience certificates.
4. Attested copies of age proof certificate.
5. One self signed recent passport size photograph pasted on application form.
6. Name of the post and address of the applicant written on the body of the covering envelope.
7. The covering envelope is addressed to District Magistrate & Chairperson, District Child Protection Society, Collectorate Office Building, 2<sup>nd</sup> Floor, District Child Protection Society Office, Dakshin Dinajpur, 733101.

**Details of Examination**

- The written examination will be of 80 (Eighty) marks.
- Computer test will be of 10 (Ten) Marks.
- Successful candidates need to appear at viva voce test carrying 10 (Ten) Marks.

**Syllabus:**

English, Bengali, Mathematics and General Knowledge will be the syllabus of the written examination.

**General instructions :-**

1. No TA & DA is admissible for attending written/Computer/Viva Voce Test.
2. If at any stage after issue of call letter, a candidate is found to be ineligible for admission to the examination in terms of the advertisement his/her candidature will be cancelled without further reference to him or her.
3. A candidate in service of Government, a local or statutory body is required to apply through proper channel.
4. No Objection Certificate from present employer has to be furnished if selected for appointment.
5. Candidates who knowingly or willfully furnished incorrect or false particulars or suppress information will be disqualified, and if appointed, will be liable to termination of service.
6. Candidates have to produce the Call Letter to the Supervisor/Invigilator, failing which she/he may be debarred from the appearing at the examination.
7. The candidate must abide by instructions as may be given by Supervisor/Invigilator of the examination centre. If the candidate fails to do so or indulges in disorderly or improper conduct, he or she will render himself or herself liable to expulsion from the Examination Hall and / or such other punishment as the authority may deem fit to impose.
8. A candidate who has been reported against by the Supervisor / Invigilator of the Examination Center for violating any of the instructions will be punished with cancellation of candidature and also debarment from examination and selection.
9. The written examination will be of 80 (Eighty) marks, Computer test will be of 10 (Ten) Marks.
10. Successful candidates need to appear in viva voce test carrying 10 (Ten) Marks.

**Submission of Application :-**

1. Candidates must submit their applications within the closing date (i.e. 02-06-2015 at 5.30 p.m.) to The District Magistrate & Chairperson, District Child Protection Society, Collectorate Office Building, 2<sup>nd</sup> Floor, District Child Protection Society Office, Dakshin Dinajpur, 733101.

**Closing date for receipt of application :- 02-06-2015.**



**District Magistrate,  
Dakshin Dinajpur, Balurghat**

**APPLICATION FOR THE VARIOUS POSTS AT DISTRICT CHILD PROTECTION SOCIETY,  
DAKSHIN DINAJPUR, PURELY ON CONTRACTUAL BASIS.**

TO: - The District Magistrate,  
          &  
          Chairperson  
          District Child Protection Society  
          Dakshin Dinajpur



Application for the Post of                                 :- \_\_\_\_\_

1. Name of the Candidate  
   [In Block Letter]                                 :- \_\_\_\_\_

\_\_\_\_\_

2. Fathers/Guardian Name                                 :- \_\_\_\_\_

\_\_\_\_\_

3. Present Address in full  
   [with PS, PO, Pin Code ]                                 :- \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Permanent Address                                 :- \_\_\_\_\_  
   [With PS, PO, Pin Code]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Date of Birth (DD/MM/YY)                                 :- \_\_\_\_\_

6. Nationality                                 :- \_\_\_\_\_

7. Sex (Male/Female)                                 :- \_\_\_\_\_

8. Caste                                 :- \_\_\_\_\_

**9. Educational Qualification :-**

Sl. No.	Exam Passed	Board/ University	Year	Subjects	Division	Full Marks	Percentage

**10. Computer Knowledge :-** \_\_\_\_\_

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**11. Others Knowledge :-** \_\_\_\_\_

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**12. If any Work experience :-** \_\_\_\_\_

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**Declaration :-**

I solemnly declare that (A) all statements made in this application are true, complete and correct to the best of my knowledge (B) Original documents will be produced on demand.

Place :- \_\_\_\_\_

Date :- \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate