

**Government of West Bengal**  
**Office of the Project Director, Agricultural Technology Management Agency (ATMA)**  
**& The Deputy Director of Agriculture(Admn.) Dakshin Dinajpur**  
**( An Autonomous Govt. Body Registered under Societies Registration Act)**  
**Registration No. S/IL/56944 of 2008-09**

Krishi Bhaban, Near Balurghat Girls High School(Hanuman Mandir), Block-A, Balurghat, Dakshin Dinajpur

**NOTIFICATION**

As per resolution of the last Governing Board (GB) meeting of ATMA, Dakshin Dinajpur, held on 26-08-2016 applications are hereby invited from willing and eligible persons for engagement on contractual basis to the posts as noted below on purely temporary basis under the scheme " Support to State Extension programme for Extension Reforms(ATMA) " in Dakshin Dinajpur District .

Post Code	Name of Post	No. of Post.	Place of Posting	Qualification	Desirable	Remuneration	Age
01	Accountant Cum Clerk	01	Office of the Project Director ATMA, Dakshin Dinajpur	Graduate Preferably B.Com	Minimum 3 years experience	Consolidated Rs. 16000/- per month	21 to 40 yrs.
04	Assistant Technology Manager	08	1(One) each in the Office of the Asstt. Director of Agriculture & Convener, FIAC-Block	Graduate / PG in Agri/ Horti/ Economics/ Marketing/Veterinary Sciences/AHD/Fisheries	-	Consolidated Rs. 15,000 per Month.	21 to 40 yrs.

**OTHER TERMS AND CONDITIONS REGULATING THE CONTRACTUAL ENGAGEMENT**

1. Applicant must be a citizen of India and must have rural background (resides in rural area, having experience in utilizing farm implements/technology will be given preference).
2. Selected candidates will be engaged as purely on contractual basis only for a period of 1(one) year subject to periodic evaluation by the ATMA Management Committee (AMC).
3. The tenure of engagement may however be extended/ reduced thereafter on the basis of performance, ability and physical condition of the individual candidates and satisfaction of the AMC.
4. The successful candidate shall not at any point of time have any right to claim to be permanent employee as it is a contractual appointment, renewable on the basis of satisfactory performance and requirement of the programme.
5. The monthly remuneration/emoluments to the candidate will be paid from the fund under " Support to State Extension Programme for extension reforms " released or to be released by the Department of the Agriculture & Co-operation , Government of India time to time.
6. The engagement will be terminated with the discontinuation of ATMA in the State of West Bengal.
7. No additional T.A./D.A. will be paid during execution of duty in addition to normal work.
8. Successful candidates engaged for the post as specified above shall be required to devote full time for the ATMA.
9. Successful candidates shall not be allowed to work under other organization/VO/NGO.
10. There is no provision for Earned leave, Commuted leave and Extra ordinary leave to the candidates . However, only declared Govt. holidays and casual leave for 14 days in a year will be allowed.
11. Authority has right to terminate the engagement at any point of time, if the performance is found to be unsatisfactory and substandard.
12. The monthly remuneration will be paid from ATMA account for all contractual staff of ATMA.
13. Successful candidates selected for the post will have to execute an agreement on a non-judicial stamp paper of Rs. 10/-before issuance of engagement letter.
14. Name of short listed candidate for written test if required will be given in the website of the District Magistrate , Dakshin Dinajpur & also be hanged in the notice board of the office of the P.D. ATMA, Dakshin Dinajpur as well as D.M., Dakshin Dinajpur & Chairman, ATMA, Dakshin Dinajpur (Please visit : [www.ddinajpur.nic.in](http://www.ddinajpur.nic.in))
15. Candidates must have e-mail ID & Mobile no(Mandatory).
16. Reservation will be followed as per Govt. norms.
- 17.The Committee have the right for rejection/acceptance of any application by any reason.

## **DUTIES AND RESPONSIBILITIES**

### **1. ACCOUNTANT CUM CLERK:-**

Accountant Cum Clerk will work under the Administrative control of the Project Director (P.D.), ATMA , Dakshin Dinajpur. He will be required to develop Accounts & ATMA related files and any other related work as assigned by the P.D. ATMA, Dakshin Dinajpur.

### **2. ASSISTANT TECHNOLOGY MANAGER:-**

a) Assistant Technology Manager will be placed in each block exclusively for delivery of extension service in Agriculture and allied sectors as per priority areas for blocks and will work under overall supervision of Block Technology Manager and remain under the supervision of Asstt. Director of Agriculture of concerned block as well as Administrative control of Project Director , ATMA Dakshin Dinajpur.

b) Through the Block Level Officer of Agriculture and allied departments and Block Technology Manager, ATM, will provide necessary inputs to common service centers and Kisan call centers.

c) With the Technical support from the BTM, the ATM will provide requisite technical and knowledge support to Farm School, Farmers Friends , Farmers Groups and Farmers in general.

d) Any other related works assigned by FIAC/Asstt. Director of Agriculture/BTM.

Interested and eligible persons may apply in plain paper as per enclosed Proforma to the Project Director , Agricultural Technology Management Agency(ATMA), Dakshin Dinajpur and the Deputy Director of Agricultural (Admn.) Dakshin Dinajpur, Krishi Bhavan, Near Balurghat Girls High School (Hanuman Mandir), Block-A, Balurghat, Dakshin Dinajpur by 19.10.2016. up to 5.00 P.M. The application in sealed covered clearly superscripted the post applied for with category he/she belongs to be submitted either in drop box or by ordinary post. Submission in any other form will not be accepted . Delay in receipt for what ever reason will not be considered.

Last date of receipt of the complete application is 19.10.2016. Selection will be done on the basis of interview/ written examination (if required). Interview is likely to be held during Mid November 2016. Candidates are advised to regular check their mail and the website of the D.M, Dakshin Dinajpur ([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)) for the date of interview/ written examination of the eligible candidates. In case, they do not get any interview letter in the meantime or do not get any SMS through their Mobile, they are requested to make contact with the Project Director , Agricultural Technology Management Agency(ATMA), Dakshin Dinajpur. At the time of interview original testimonials have to be produced.

Sd/-  
Deputy Director of Agriculture(WBP)  
& Project Director, ATMA  
Dakshin Dinajpur

Sd/-  
District Magistrate, Dakshin Dinajpur  
& Chairman, ATMA  
Dakshin Dinajpur

Memo.No.144(110)/ATMA

Dated 23-09-2016

Copy forwarded for kind information and with a request for wide circulation to:-

1. The OSD & Ex officio Director of Agriculture, Govt. of West Bengal, Jessop Building , 63, N.S. Road, Kolkata-700001.
2. The Additionl Director of Agriculture( Research) , & State Nodal Officer, ATMA, Govt. of West Bengal, Jessop Building , 63, N.S. Road, Kolkata-700001.
3. The Additional Director of Agriculture, North Bengal Region, Jalpaiguri.
4. The Director SAMETI, Ram Krishna Mission Ashrama, Narendrapur, Kolkata-700103.
5. The Joint Director of Agriculture, Raiganj Range, Kornajora, Uttar Dinajpur.
5. The Sabhadhipati, Dakshin Dinajpur Zilla Parishad, Dakshin Dinajpur.
6. The District Magistrate, Dakshin Dinajpur, Balurghat.
- ✓ 7. The District informatics Officer, NIC Dakshin Dinajpur with a request to upload the notification in the District Magistrate , Dakshin Dinajpur Official Website:([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)).
8. The District Information and Cultural Officer, Dakshin Dinajpur with another request to publish the matter attached herewith in Uttar Banga Daily news paper & another Daily news paper for one day.
9. The Secretary , Zilla Parishad , Dakshin Dinajpur for display in the Official Website of Dakshin Dinajpur Zilla Parishad.
10. The Deputy Director of Animal Resource Development & PO, Dakshin Dinajpur.
11. The District Horticulture Officer, Dakshin Dinajpur.
12. The Asstt. Director of Fisheries, Dakshin Dinajpur.
13. The Asstt. Director of Marketing,(Admn.) Dakshin Dinajpur.
14. The Asstt. Director of Agriculture(Admn. ) Balurghat Sub-division, Dakshin Dinajpur.
15. The Sub-divisional Officer, Balurghat, Dakshin Dinajpur.
16. The Sub-divisional Officer, Gangarampur at Buniadpur, Dakshin Dinajpur.
- 17 to 24. The Block Development officer..... Block, D/Dinajpur.
25. The Post Master , Balurghat Head Post Office. Dakshin Dinajpur.
26. The Station Master , Balurghat Railway Station, Dakshin Dinajpur.
27. The Divisional Manager WBSEDCL, Power House, Balurghat, Dakshin Dinajpur.
28. The In-Charge, RRS (OAZ)(UBKV), Majhain, Dakshin Dinajpur.
29. The Programme Co-Ordinator, K.V.K. Dakshin Dinajpur .
- 30 to 37. The Savapati..... Block , Dakshin Dinajpur.
- 38 to 102. The Pradhan..... Gram Panchayet.
- 103 to 110. The Asstt. Director of Agriculture..... Block, Dakshin Dinajpur.

Memo No 144(110)/1(5)/ATMA

Dated 23-09-2016

Copy forwarded for kind information with a request for wide circulation/Publicity to:-

1. The Member of Legislative Assembly..... Constituency D/Dinajpur.

Sd/-  
Project Director , ATMA, Dakshin Dinajpur  
& Dy. Director of Agriculture(WBP)  
Dakshin Dinajpur

Sd/-  
Project Director , ATMA, Dakshin Dinajpur  
& Dy. Director of Agriculture(WBP)  
Dakshin Dinajpur

**Application For The Contractual Engagement Under The Scheme Support To Staff Extension Programme For Extension Reforms ATMA In Dakshin Dinajpur District.**

Name of the Post Applied For : \_\_\_\_\_

Post Code : \_\_\_\_\_

Category :- General/ SC/ ST / OBC-A/ OBC-B

Passport size photo should be attach here

1. Name in Full (Block Letter) :
2. Father's/ Husband Name :
3. Present Address :
4. Permanent Address :
5. Date of Birth (Document required) :

6. Education Qualification (Since Madhymik & Document required) :

Examination Passed	Name of Board / Council/ University	Year of Passing	Subject taken	% of Mark obtain

7. Knowledge of Computer (Document required) :

Course Completed	Name of Institution	Year of Complete	Grade obtained	Any Specified/ Comments (Mentioned)

8. Experience (Document required) :

Name of post held / holding	Department/ Organization	Working Experience		Salary Drawn per month	Reasons of Leaving
		From	To		

9. Any other Specialization(Document required) :

10. Contact / Mobile / Phone No. (Mandatory) :

11. E-mail I.D (Mandatory) :

**DECLARATION BY THE APPLICANT**

1. I do hereby declare that the information furnished above by me are true & correct to the best of my knowledge and belief and if found false/ incorrect at any stage, my candidature will be cancelled forthwith.
2. I am fully aware that the engagement is purely contractual & temporary and I shall not claim for permanent engagement by virtue of this in future from any concern.

Place :

Date :

(Full Signature of the Applicant)

\*Closing date of application 19<sup>th</sup> October of 2016 at 5.00 P.M.

\*\*Postal Address: The Project Director, Agricultural Technology Management Agency (ATMA), Dakshin Dinajpur, Under the Office of the Deputy Director of Agriculture (Admn), Dakshin Dinajpur, Krishi Bhavan, Near Girls High School, Balurghat, Dakshin Dinajpur, Pin- 733101.

MATTER FOR NEWS PAPER PUBLICITY

(Preferably in Uttar Banga Daily News Paper & any one other daily News Paper for one day)

**Government of West Bengal**

**Office of the Project Director, Agricultural Technology Management Agency (ATMA)  
& The Deputy Director of Agriculture(Admn.) Dakshin Dinajpur, Balurghat**

Requires

a). Accountant Cum Clerk-1 No.

b). Assistant Technology Manager- 08 nos.

For details visit the website of D.M. Dakshin Dinajpur & Zilla Parishad, Dakshin Dinajpur ([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)) as well as Notice Board of the different public offices in this district.

Apply within 19.10.2016. upto 5 pm to the Office of the Project Director, Agricultural Technology Management Agency (ATMA) & The Deputy Director of Agriculture(Admn.) Dakshin Dinajpur, Krishi Bhaban, Near Balurghat Girls High School (Hanuman Mandir), Block-A, Balurghat, Dakshin Dinajpur.

Sd/-

**Deputy Director of Agriculture(WBP)  
& Project Director, ATMA  
Dakshin Dinajpur**

Sd/-

**District Magistrate, Dakshin Dinajpur  
& Chairman, ATMA  
Dakshin Dinajpur**