

Government of West Bengal
Office of the Chief Medical Officer of Health
Dakshin Dinajpur

Memo No. 384 /

Date - 09/02 / 15

To

1. The Advertising Manager, Uttar Banga Sambad, Dakshin Dinajpur
2. The Advertising Manager, Balurghat Barta, Dakshin Dinajpur.

Dear Sir,

Sending here with an advertisement in connection with Data Processing Assistant (DPA) on contractual basis at your newspaper.

Applications are invited for the post of Data Processing Assistant (DPA) for civil Registration system at CMOH office, Dakshin Dinajpur with-in 10th March 2015 at 4.00 p.m. by registered post.

The monthly remuneration for the above mention post will be Rs. 13,560/- p.m. Age limit as on 01/07/2014 minimum age 20 yrs. And maximum age 40 yrs. Details of the advertise are available in the website: [http:// www.wbhealth.gov.in](http://www.wbhealth.gov.in) / Recruitment & <http://www.ddinajpur.nic.in> / Recruitment.

You are requested to published in your esteemed daily and send the bill to this office for payment.

Yours Sincerely,

lll 09-02-2015

CMOH & Member Secretary
D.H. & F.W. Samity, D/Dinajpur

Memo No. 384/14

Date - 09/02 / 15

Copy forwarded for information to :

1. The District Magistrate, Dakshin Dinajpur
2. The Dy. CMOH - II, Dakshin Dinajpur
3. The Treasurer DH & FWS , Dakshin Dinajpur
4. The DAM, DPMU, D/D.
5. The in-charge I.T cell Sreasthya Bhabwan, Kolkata - 91.
6. The DPO, NIE, B.H. Office, D/Dinajpur.

lll 09-02-2015

CMOH & Member Secretary
D.H. & F.W. Samity, D/Dinajpur

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration NO:S/IL/14448 of 2002-2003

Swasthya Bhawan, 'B' Wing, 3rd Floor, GN-29, Sector-V, Salt Lake, Kolkata-700091

Tele Fax No:033-2357 7901/3636,e-mail-ed_samity@wbhealth.gov.in

Memo No: SBHI/2A-I/2013 | 5078

Date: 7.7.2014

To

The CMOH & Secretary

District Health & Family Welfare Samity

Bankura/ Birbhum/ Burdwan/ Coochbehar/ Dakshin Dinajpur/ Darjeeling/ Hoogly/ Howrah/ Jalpaiguri/ Malda/ Murshidabad/ Nadia/ Paschim Medinipur/ Purba Medinipur /Purulia/ South 24 Parganas / Uttar Dinajpur / North 24 Parganas

Subject: Recruitment guidelines for Data Processing Assistant In the offices of the Registrar General of India

Sir,

It has been decided by Competent Authority to recruit eighteen Data Processing Assistant (DPA), for 18 districts in the offices of the Registrar General of India to strengthen the Civil Registration System. As decided by the Competent Authority, the recruitment for the mentioned post should be done by the District Samity. Consequently, you are informed to appoint one DPA in your respective District. The monthly remuneration for the mentioned post will be Rs. 13,560. The remuneration would be paid from the SBHI fund. An advertisement for the mentioned post should be given both in the newspaper and Department's website.

The details for the post are given below:

Required Qualification:

ESSENTIAL:

- i) Graduate degree from any recognised university.
- ii) Non-computer degree candidates must have diploma/ certificate in computer/ it for minimum duration of 1 year from any recognised institute/ organisation
- iii) Must be well conversant with typing on computer
- iv) Good command over Hindi/ English & local language of the state.

DESIRABLE: 1 year experience in data collection, compilation and data entry

Age Limit (As on 1.7.2014) : Minimum Age 20 yrs and Maximum Age 40 yrs.