

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE PROJECT OFFICER-CUM-DISTRICT WELFARE OFFICER**  
**BACKWARD CLASSES WELFARE, DAKSHIN DINAJPUR**

EMAIL: pobcwdd@gmail.com

TELE/FAX : 03522-255624

Vacancy Notificaton

Applications are invited, in plain paper neatly handwritten or typed as per format below to reach this office within 5pm, 30/11/2012 either by-post or in-person at drop-box placed at the office of the PO-cum-DWO, BCW, Dakshin Dinajpur, from interested and eligible candidates having medical fitness and age between 18 to 38 years as of 01/01/2012 (Upper age limit relaxable in case of (i)SC by 5 years, (ii) ST by 5 years and (iii) OBC-A & OBC-B each by 3 years) for the following posts with corresponding vacancy as indicated on temporary basis in contract for 1(one) year to be required to serve against corresponding consolidated pay as stated at Eklavya Model Residential School (EMRS) located at Kuarsoi Mouza P.O. Buniadpur, PS Banshihari, District Dakshin Dinajpur.

Category	Name of Post on contract for 1 year	Vacancy	Reserved for sex category	Consolidated monthly pay	Essential Qualification	Desired Qualification	Preferred residential jurisdiction (locality)
Gr. C.	Clerk	1	Male or Female	10,000	Graduation	Computer knowledge	Banshihari P.S. area
	Matron of Hostel	1	Female	9,000	Graduation	Computer knowledge	Banshihari P.S. area
Gr. D.	Attendant	1	Male	6,500	Class-VIII	Knowledge/Experience	Shibpur G.P. area
	Cook	2	1 Male, 1 Female	6,500	Class-VIII	Knowledge/Experience	Shibpur G.P. area
	Helper to Cook	2	1 Male, 1 Female	6,000	Class-VIII	Knowledge/Experience	Shibpur G.P. area
	Sweeper	1	Female	6,000	Class-VIII	Knowledge/Experience	Shibpur G.P. area
	Toilet Cleaner	1	Female	6,000	Class-VIII	Knowledge/Experience	Shibpur G.P. area

Candidates submitted duly filled in application in given format along with requisite enclosures within allowed date limit will be called for written test on 16/12/2012 Sunday involving question on English, Arithmetic & Reasoning, General Knowledge, Computer for 30 marks each in case of Gr. C posts and English, Arithmetic & Reasoning, General Knowledge for 20 marks each in case of Gr. D posts. Candidates qualified in written test will be called for viva-voce test. Viva-voce test will be out of 80 in case of Gr. C posts and will be out of 40 in case of Gr. D posts. Selection of candidates will be done combining scores obtained in written examination and viva-voce test.

Category and name of post	1	2	3	4	5	6
	English	Arithmetic & Reasoning	General Knowledge	Computer	Viva-voce	Total
Gr-C Post: Clerk, Matron of Hostel	30	30	30	30	80	200
Gr-D Post: Attendant, Cook, Helper to Cook, Sweeper, Toilet Cleaner	20	20	20	---	40	100

Persons selected in any of the posts mentioned above may be required to reside within the EMRS Complex at provided accommodation, if required by the Principal, incumbent shall not be allowed to leave complex without explicit order. The parameters stated hereinabove are subject to change time to time as per direction of the Backward Classes Welfare Department, Government of West Bengal or under instruction of Paschimbanga Adibasi Kalyan -O- Siksha Parshad (PBAKOSP) which function as Managing Committee of the Eklavya Model Residential School (EMRS).

The incumbent on selection will be required to undergo an agreement on Non-judicial stamp paper of requisite denomination for the contract tenure. The tenure is renewable on expiry subject to the performance of incumbent and willingness of both the parties; however, both the parties have the right to terminate the agreement premature giving one-month prior notice to the other party. The interested and prospective applicants are at liberty to have a look, if felt necessary, before filing application, at the clauses of the agreement available at the office of the undersigned within office hours on any working days.

Enclosure : Application format

  
Project Officer-cum-District Welfare Officer,  
Backward Classes Welfare, Dakshin Dinajpur.

Memo. No. 2259(23)/B.C.W.(DD)/(PBAKOSP)

Dated, Balurghat the 08<sup>th</sup> November, 2012.

Copy forwarded for information and taking necessary action for wide circulation to:

1. The District Magistrate, Dakshin Dinajpur.
2. District Informatics Officer, NIC, Dakshin Dinajpur, for immediate web uploading along with application format.
3. The Savadhipati, Dakshin Dinajpur Zila Parishad with a request for display at notice board and for publicity.
- 4-5. The Chairman, Balurghat/Gangarampur Municipality, Dakshin Dinajpur to display at notice board.
- 6-7. The Sub-Divisional Officer, Balurghat Sadar/Gangarampur Sub-Divison, D. Dinajpur to display at notice board.
- 8-15. The Savapati, Balurghat/Banshari/Gangarampur/Kumarganj/Kushmandi/Harrampur/Hil/Tapan Panchayat Samiti with a request to display at notice board and to circulate to all members for wide publicity within his jurisdiction.
- 16-23. Block Development Officer, Balurghat/Banshari/Gangarampur/Kumarganj/Kushmandi/Harrampur/Hil/Tapan Block with a request to display at notice board and to circulate to Gram Panchayat Pradhan for wide publicity within his jurisdiction.

  
Project Officer-cum-District Welfare Officer,  
Backward Classes Welfare, Dakshin Dinajpur.

## APPLICATION FORMAT

Please affix recent  
passport size  
photograph duly  
self attested

To  
The Project Officer-cum-District Welfare Officer  
Backward Classes Welfare Department, Dakshin Dinajpur  
Administrative Building (2<sup>nd</sup> Floor), PO & PS Balurghat, Dakshin Dinajpur-733101

Reference : Advertisement vide Memo . No. 2259(23)/B.C.W.(DD)/(PBAKOSP)  
Dated, Balurghat the 08<sup>th</sup> November, 2012 for Eklavya Model Residential School

Application for Gr. C Post in Clerk / Matron of Hostel on contract.

OR

Gr. D Post in Attendant / Cook / Helper to Cook / Sweeper / Toilet Cleaner on contract.

- 1) Name of the Applicant :: .....  
(in block Letters)
- 2) Father's / Husband's Name :: .....  
(in block Letters)
- 3) Present Address / Address :: ..... Gram Panchayat .....  
for correspondence (in block letter)  
Vill.....P.S..... District .....
- P.O.....PIN..... Contact No. (if any) .....
- 4) Permanent Address :: ..... Gram Panchayat .....  
(in block letter)  
Vill.....P.S..... District .....
- P.O.....PIN..... Contact No. (if any) .....
- 5) Date of Birth :: ..... (6) Age (as on 01/01/2012).....  
Date -- month -- Year Years -- months -- days
- 7) Nationality :: ..... 8) Religion :: ..... (9) Sex :: Male / Female (10) SC/ST/OBC-A/OBC-B.

(11) Academic Qualification for Gr. C post :

Examination Passed	Subjects in graduation	Year of passing	Total marks in Exam held	Total marks secured	% of marks in Aggregate
Graduation :					
Computer :					

OR

(11) Qualification for Gr. D post :

Examination Passed	Passed from School / Institution	Year of Passing	Total marks in Exam held	Total marks secured	% of marks in Aggregate
Class-VIII					
Diploma in support of knowledge					
Certificate in support of experience					

### DECLARATION

I do hereby declare that all provisions of the vacancy notice is gone through in details and there lies no ambiguity in this regard. I do hereby declare that all the information furnished in my application are correct and complete and in case any information / particulars are found incorrect, my candidature should be cancelled. I also hereby declare that if there is any error or discrepancy in the above information furnished, I shall be wholly responsible and the candidature should be cancelled.

**Attached Enclosures :** (i) Two Self addressed envelopes with Postage Stamp of Rs.5/- each affixed thereon (ii) Two recent passport Size photographs of which one duly pasted in application form (iii) Attested photocopy of documents in support of information given at Sl. No.3 and Sl 4 and Sl 5 and Sl. 10 and Sl. 11 above( as applicable).

Place :: .....  
Date :: .....

.....  
Full Signature of the Applicant.