



Government of West Bengal
Office of the District Magistrate & Collector
Dakshin Dinajpur: Balurghat

Backward Classes Welfare & Tribal Development Section

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Memo No.: 100 /BCW&TD(DD)/PBAKOSP

Dated: 11/01/2024.

Advertisement Notice

In order to fill up the post of Care Taker/Male sweeper/Group D (Female)/ Night Guard/ Lab attendant/ Cook/ Helper to cook on contractual basis in the Eklabya Model Residential School, Kuarsai, Buniadpur, Dakshin Dinajpur, online application are invited through the District Website "www.recruitmentdd.in" or www.ddinajpur.nic.in from the eligible candidates for engagement of post purely contractual basis from 13.01.2024 to 29.01.2024.

The candidates must submit their applications through online only. Application form not purely filled in or incomplete is liable to be cancelled.

Relevant important information for the post of Care Taker/Male sweeper/Group D (Female)/ Night Guard/ Lab attendant/ Cook/ Helper to cook.

Name of the post	Care Taker,Male Sweeper,Group D (Female),Night Guard,Lab-attendant,Cook,Helper to Cook
No. of Vacancy	11
Residential Criteria	Has to be a permanent resident of Dakshin Dinajpur, local residents will be preferred.
Category	For Caker taker, Male (01,UR), For Sweeper, Male 01(SC), For Group D Female 01 (UR), For Night Guard Male 01(SC),Male01(UR EC). For Lab attendant, 01(UR), For Cook, Male 02(01 UR, 01 UR EC), Female 01(SC). For Helper to Cook Male 01(UR EC), Female 01(SC).
Office	PO-CUM-DWO,Dakshin Dinajpur
Age	not more than 40 years, age relaxation shall be as per existing government rules.
Essential Qualification	For, care taker the applicant should be graduate from a recognized university.Other than Care Taker, the applicant should be VIII passed.
Job Responsibility	According to category
Remuneration	For care taker-Rs.17000 per month,For sweeper-Rs.11000, For Group D- Rs.12000, For Night Guard- Rs.12000, For Lab attendant-Rs.15000, For Cook-Rs.12000, For Helper to Cook- Rs.11000
Tenure of service	One year on yearly contract

Mode of selection:- For Care Taker,Male Sweeper,Group D (Female),Night Guard,Lab-attendant/Cook,Helper to Cook written examination and walk-in-interview will be done.

Terms and Conditions:-

- 1) Applicants shall apply for the post by submitting their applications through official website of Dakshin Dinajpur District. 'www.recruitmentdd.in' or www.ddinajpur.nic.in through online submission.
- 2) An application form along with a unique registration number will be generated automatically thereafter.
- 3) The registration number shall be preserved for any future reference and generation of admit card etc.
- 4) After filling up an submission of application form properly, a print out shall be taken for future reference.
- 5) No edit option after final submission will be available
- 6) Willing candidates can apply online with effect from 13.01.2024 to 29.01.2024.

- 7) Documents to be uploaded at the time of application:-a) Age Proof (Birth Certificate/Admit of Madhyamik examination/any valid document.b) Residential Proof (Voter ID card/Adhar card/residential certificate)
c) Educational Qualification Mark Sheet & Certificate as per post applied.d) Work experience certificate, if any as per post applied.
e) One candidate could apply for only one post.

Other conditions:-

- 1) The reference date for minimum and maximum age is on 01.01.2024.
2) The District Level Selection Committee reserves the rights to cancel any application not properly filled in or any other genuine causes.
3) Admit card to be downloaded from the official website of www.ddinajpur.nic.in.
4) After generation of admit card a print out is to be taken
5) The candidate shall have to bring with him/her any valid photo ID proof.
6) Candidate without Admit Card and the valid Photo ID document shall not be allowed to enter the examination hall.
7) The candidate shall have bring two passport size photograph.
8) Use of mobile phones/calculators/and any type of electronic gadgets is strictly prohibited in the examination hall. Use the same will lead to cancellation of candidature without giving the opportunity of being heard.
9) Incomplete application will be summarily rejected.

General Instructions:-

- 1) No TA and DA is admissible for attending examination.
2) Candidates who knowing of willfully furnished incorrect or false particulars or suppress information will be disqualified, and if appointed, will be liable to termination of service.
3) The District Selection Committee will reserve the right to summarily reject any application for suppressing any information/documents/facts relating to age/qualification/residential proof etc. and incomplete application it also reserves the right to cancel/postpone/suspend any engagement to any aforesaid post at any point of time. In case of any dispute the district level selection committee shall be the final.
4) Tenure of the engagement will be for one year(01) on contractual basis and can be terminated before tenure in case of unsatisfactory performance.

Submission of application:-

Candidates must submit their applications within the closing date (29.01.2024) at 5.00 PM.

Project Officer-cum-District Welfare Officer
Backward Classes Welfare & Tribal Development, Dakshin Dinajpur
&
Member Secretary PBAKOP, District Committee, Dakshin Dinajpur

Dated: 11/01/2024.

Memo No.: 100 /1(18) /BCW&TD(DD)/PBAKOSP
Copy forwarded for information taking necessary to:-

1. The Secretary to the Government of West Bengal, TD Department.
2. The Commissioner, BCW & TD Directorate, 8, Lyons Range, Kolkata-700001.
3-4. The Sub-Divisional Officer, Balurghat (Sadar)/ Gangarampur at Buniadpur for publicity
5-12. The Block Development Officer, (All), Dakshin Dinajpur for publicity.
13. District informatics Officer, NIC, Dakshin Dinajpur with request to upload the advertisement and prescribed application format (enclosed) on the District Website.
14. The District Information & Cultural Officer, Dakshin Dinajpur with a request to display the recruitment advertisement Notice in your office notice board.
15. The Principal, EMRS, Kuarsai, Karkha, Buniadpur, Dakshin Dinajpur.
16. C.A. to the District Magistrate, Dakshin Dinajpur.
17. C.A. to the Additional District Magistrate (BCW), Dakshin Dinajpur.
18. For office Notice Board.

Project Officer-cum-District Welfare Officer
Backward Classes Welfare & Tribal Development, Dakshin Dinajpur
&
Member Secretary PBAKOP, District Committee, Dakshin Dinajpur

FORM-A

POST NAME	Care Taker/Male Sweeper/Group D(Female)/Night Guard/ Lab Attendant/Cook/Helper to Cook
POST NAME SMS(WITHIN 30 CHARACTER)	
POST CODE	
ADVERTISEMENT NO	100/BCW&TD(DD)/PBAKOSP
ADVERTISEMENT DATE	11/01/2024
Application to:	The Project Officer cum District Welfare Officer,Dakshin Dinajpur
Annex-ii Subject	Application for the post of Care Taker/Male Sweeper/Group D(Female)/Night Guard/Lab-attendant/Cook/Helper to Cook of EMRS,Bunaidpur,Dakshin Dinajpur
Application Start Date :	13.01.2024
Application End Date :	29.01.2024
Approver Email	emrsrec2024@gmail.com
ROLL NO FORMAT	CT01/SW01/GD01/NG01/LA01/Ck01/HP01
CC Mail Id(All system email will be forwarded to it)	emrsrec2024@gmail.com

ORGANIZATION NAME :	PBAKOSP District Committee and Project Officer-Cum-District Welfare Officer, Backward Classes Welfare and Tribal Development, Dakshin Dinajpur
ADDRESS	Administrative Building,202 No Room, Balurghat, Dakshin Dinajpur
EMAIL ID:	emrsrec2024@gmail.com/bcwdd2024@gmail.com
USER EMAIL	emrsrec2024@gmail.com
USER NAME	
BILLING NAME	Office of the Project Officer-Cum-District Welfare Officer, Backward Classes Welfare and Tribal Development,Dakshin Dinajpur
BILLING ADDRESS	Administrative Building,202 No Room, Balurghat, Dakshin Dinajpur
BILLING EMAIL	bcwdd2024@gmail.com

Near Kali Mandir, Kadamkananan, Jhargram, Pin:721507

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Project Officer
Cum
District Welfare Officer
A.C.W., D/Dinajpur, Balurghat
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