

OFFICE OF THE KALYANI MUNICIPALITY

CITY CENTRE COMPLEX : KALYANI : NADIA

Employment Notice No. 1037/K.M. dated 27 / 02 /2016

Applications for filling up the following vacant posts under this municipality are invited from the qualified and experienced candidates in prescribed forms obtainable from the website of Kalyani Municipality www.kalyanimunicipality.org

Sl.	Name of the Vacant post	No. of vacancy	Reservation	Age as on 01.01.2016	Educational qualification	Experience
1	Sub-Assistant Engineer (L.C.E.) PB-4 (9000/-40500/-) G.P.4400/-	01	Un-reserved	37 years	The Candidates having Diploma in Civil Engineering from any Institution recognized by the Govt.	Knowledge of comp-uter application & AutoCAD and at least 2 years working experience in any Govt./ Under-takings and or reputed organisation.
2	Accountant PB-3 (7100/-37600/-) G.P.3600/-	01	Un-reserved	37 years	The candidate shall be a graduate in commerce from any University recognized by the Govt.	Candidates having experience in accounting and working with computers will get preference.
3	Cashier PB-3 (7100/-37600/-) G.P.3600/- (Applicants having the maximum age limit of 37 years as on 1.1.14 and applied earlier in response to this office advertisement in the Sambad Pratidin Patrika dt. 01.01.2014 and need not apply again).	01	Un-reserved	37 years	The Candidate has passed Madhyamik or equivalent examination from any Board recognized by the Government.	Candidates having experience in accounting and working with computers will get preference.
4	Clerk PB-2 (5400/-25200/-) G.P.2600/- (Applicants who have applied earlier in response to this office advertisement in the Sambad Pratidin Patrika dt. 29.03.2013 need not apply again)	03	Un-res(EC) -01 ST -01 Un-reserved -01	40 years	The candidate has passed Madhyamik or equivalent examination from any Board recognized by the Government.	Knowledge of typing and computers will be preferred.
5	Typist PB-2 (5400/-25200/-) G.P.2600/-	02	S.C. - 01 Un-reserved - 01	40 years	The candidate have passed Madhyamik or equivalent examination from any Board recognized by the Government. English typing speed of 30 words per minute and Bengali typing speed of 20 words per minute and knowledge of working with computers.	

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Sl.	Name of the Vacant post	No. of vacancy	Reservation	Age as on 01.01.2016	Educational qualification	Experience
6	Driver PB-2 (5400/-25200/-) G.P.2300/- (Subject to receipt of approval from the Govt. in M.A.Dept.)	07	S.C. - 01 S.C.(EC) - 01 Unreserved - 02 Unreserved(EC) - 01 S.T. - 01 OBC(A) - 01	40 years	The candidates having heavy driving license and have passed class VIII from any school recognized by the Government	Five years of experience of driving.
7	Majdoor PB-1 (4900/-16200/-) G.P.1700/- (Subject to receipt of approval from the Govt. in M.A.Dept.)	74	S.C. - 11 S.C.(EC) - 04 S.C.(Ex-serviceman) - 02 S.T. - 03 S.T.(EC) - 01 S.T.(Ex-serviceman) - 01 OBC(A) - 04 OBC(A)(EC) - 02 OBC(A)(Ex-ser viceman) - 01 OBC(B) - 03 OBC(B)(EC) - 02 OBC(B)(Ex-ser viceman) - 01 Unreserved - 18 Unreserved(EC) - 13 Unreserved Ex. Serviceman - 03 Unreserved per. sons with disability - 03 Unreserved mer itorious sportsman - 02	40 years	The candidate shall be able to read and write Bengali or Nepali, and have passed Class VIII from any Government recognized Institution.	Preference shall be given on good physique and sportsmanship.

- ✓ Selection Test will be held for preparation of a panel of selected candidates.
- ✓ Schedule of Selection Test shall be intimated in due time.
- ✓ No Objection Certificate for those applicants, working presently in any organization under Government of West Bengal is required.
- ✓ Applications along with covering letter, filled up prescribed format obtainable from the website of Kalyani Municipality i.e. www.kalyanimunicipality.org and self-attested testimonials/certificates addressed to the Chairman, Kalyani Municipality, City Centre Complex, P.O. Kalyani, Dist : Nadia, PIN-741235 should reach within 01.30 p.m. on 22.03.2016 at the latest failing which no application will be entertained.
- ✓ Applications must be submitted either by hand or by speed post in hard copy only. Kalyani Municipality will not take any responsibility to consider any application received by speed post after the due date.
- ✓ **Number of vacancies as mentioned herein before may change depending upon the approval to be received from the State Government from time to time.**

Sushil Kumar Talukder
Chairman
Kalyani Municipality

**Application format for recruitment to the post of _____
under Kalyani Municipality, Kalyani, Nadia**

Photograph of
the Applicant
with Signature

To
The Chairman
Kalyani Municipality
Kalyani, Nadia

Name of the post applied for : _____
Applicant's Name (in Block Letter) : _____

S/D/W of : _____
Present Address : Vill/City: _____ Block _____ P.S. _____
P.O. _____ Municipality/G.P. _____
District : _____ Pin _____ State _____

Permanent Address: Vill/ City _____ Block _____ P.S. _____
P.O. _____ Municipality/G.P. _____
District _____ Pin _____ State _____

Date of Birth : _____ (proof of age enclosed)
Contact No : _____
E-mail ID : _____

Educational Qualification :

Sl	Name of the Examination passed	Board / University	Year of passing	Subjects	Subject wise marks & Total marks obtained	Division / Class	Percentage of marks

Working Experience :

Sl	Name of Organisation	Position hold	Period of Working	Total period of working experience	Nature of work

Whether NOC, if applicable is enclosed: _____
Enclosures : _____

Declaration : I declare that the statements made by me in my application form are true to the best of my knowledge and belief, in the event if any information given by me in my application is subsequently found to be incorrect or false, my candidature shall be liable to be cancelled forthwith.

Date :

Place :

Signature of the Applicant