



GOVT. OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, JALPAIGURI
(SOCIAL WELFARE SECTION)

Phone no. 03561-224414, e-mail ID: kanyashree.jpg2014@gmail.com

Memo No- 650/DPMU (KP)

Date-01/11/2018

Notification

In pursuance of Memo No. - 3593(20) SW dt. Kolkata, 07.11.2013 of the Department of Women development and Social Welfare, Government of West Bengal, application in prescribed format are invited from Indian citizens for the following post on contractual basis in the DPMU, Jalpaiguri for implementation of Kanyashree Prakalpa. Willing candidates shall be required to apply online in the official website: www.jalpaiguri.gov.in on or before the closing date i.e. 19.11.2018 up to 12.00 midnight. The detail particulars of the post are given below. A candidate must go through the instruction thoroughly and carefully before submitting online application. Any omission/suppression of the information shall lead to rejection of the application or candidature at any stage of the process without further intimation. The condition so prescribed shall not be relaxed. The selection will be made through an open competitive examination to be conducted by District Level Selection Committee, Jalpaiguri.

Name of the Post	Vacancy	Age (as on the date of publication of notification)	Educational Qualification	Other requirement	Remuneration
Accountant	01	18-37 yrs.	Commerce graduate with Accountancy Honours.	Certificate in Computer Application from a reputed and recognised institute and ability to work in MS Office packages. Working Knowledge of spread sheet, Tally and presentation packages. Minimum 3 yrs. of working experience (desirable).	Rs. 15,000/- p.m.(Consolidated)

How to apply:-

1. Log in to www.jalpaiguri.gov.in
2. Click on the link "Kanyashree Recruitment 2018".
3. First register as a user by clicking on "New User Registration". On successful registration you will get a Registration ID.
4. Go back to the Log in page and put registration id and password
5. After successful log in click on "Apply Here". (A Candidate can fill up the form at a time or part by part at any time within the given date).
6. A candidate should upload recent coloured passport size photograph during application.
7. A candidate should also upload relevant supporting document in respect of experience during application in a single pdf file.
8. Candidates can also keep a print out of application form for future reference.

Generation of Admit Card:-

- i) Probable date of issue of Admit Card will be intimated in the website (To be downloaded from the website: www.jalapiguri.gov.in)
- ii) After generating the Admit Card, a print out is to be taken.
- iii) The lower part of the Admit Card is to be signed by the applicant in the examination hall on the day of examination and to be handed over to the invigilator.
- iv) The candidate shall bring with him/her any photo identity document i.e. EPIC, PAN CARD, Passport, Admit card, Certificate of Madhyamik or equivalent with photograph, Driving license, Bank Pass book having photograph or any other photo identity document issued by the competent Government authority, in the examination hall.
- v) Candidate without Admit card and photo identity document as mentioned above shall not be allowed to enter the examination hall.

Commencement of submission of online application - 02/11/2018.

Closing date for submission of online application - 19/11/2018 up to 12.00 midnight.

The detail of the syllabus for the examination and the pattern of the examination shall be published in the www.jalpaiguri.gov.in so the candidate should visit the website for further information.

Application once submitted shall be treated as final and no request for change in application form will be entertained after the submission of application.

For further details and assistance the candidates can contact the following number on any working day from 11.00 AM to 5.30 PM. [03561-224414](tel:03561-224414) or follow www.jalpaiguri.gov.in.

Sd/-
Additional District Magistrate (Gen)
& Member Convenor
District Level Selection Committee
Jalpaiguri.

Memo No- 650(5)/DPMU (KP)

Date- 01/11/2018

Copy forwarded for information & necessary action to:

1. The Secretary to the Govt. of West Bengal, Dept. Of Women & Child Dev & Social Welfare.
2. The District Social Welfare Officer, Jalpaiguri.
3. The District Informatic Officer, NIC, Jalpaiguri with request to publish the notice at the website of Jalpaiguri district i.e. www.jalpaiguri.gov.in.
4. The District Information & Cultural Officer Jalpaiguri, with request to publish in the office notice board.
5. CA to the District Magistrate, Jalpaiguri.

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