

**OFFICE OF THE PURULIA ZILLA PARISHAD  
PURULIA**



**ENGAGEMENT NOTICE**

Applications are invited from eligible candidates residing within the boundary of the state of West Bengal for engagement in the following purely contractual posts under **Mission Nirmal Bangla Cell in Purulia Zilla Parishad, Purulia**. The engagement shall be for a period of one (1) year purely on contractual basis which may be renewed on satisfactory performance of the incumbent. Eligibility criteria and other terms and conditions are indicated in the following:-

Sl No	Name of the post	No. of post	Required Qualification/Experience	Age	Consolidated Remuneration per month
1.	District Coordinator	1 (One)	One year Post Graduate Diploma in Public Health/Post Graduate Degree / Diploma in Rural Development/Social Work with minimum 3 years experience of Community organization in any renowned organization.	30-40 Years as on 01.01.2019	Rs. 27,000.00
2.	Assistant Coordinator (Tech)	1 (One)	Diploma in Civil Engineer	25-35 Years as on 01.01.2019	Rs. 24,000.00
3.	Data Entry Operator	1 (One)	i) Graduate in any discipline from a recognized University, ii) One Year fulltime Diploma in Computer Application from a recognized Institution, iii) Have a minimum speed of data entry of 6000 keys depression per hour.	22-37 Years as on 01.01.2019	Rs. 11,990.00

**Application procedure:-**

1. Willing candidates are requested to visit official website: <http://www.purulia.nic.in>. Or <http://www.purulia.gov.in>.
2. Candidates are requested to submit online application form in the specified line given in the above website, from 01/07/2019 to 31/07/2019 up to 5.30 pm.
3. While filling up the form, candidates are requested to upload scanned copy of their recent passport size photograph in jpg format (taken within last 6 months) of size not exceeding 50KB with scan resolution of minimum 200dpi.
4. Candidates are also required to upload scanned copy of their full signature in jpg format of size not exceeding 50 KB with scan resolution of **minimum** 200 dpi.



5. Candidates are also required to upload Self Attested scanned copy of their proof of identity (AADHAR/EPIC/DRIVING LICENSE) in jpg format of size not exceeding **200** KB and with scan resolution of **minimum** 100 dpi.
6. Candidates are also required to upload Self Attested scanned copy of all original documents, viz. Certificates of educational qualifications, mark sheets, age proof certificate & other relevant documents related to Other Preferred Qualifications criteria in relevant field. The size of the **each** scanned documents should not exceed **200** KB with resolution of minimum **100** dpi.

After successful submission of online application, a dynamic form showing the details of the candidate along with the **uploaded** photo and signature will be generated. Candidates are instructed to keep a printed copy of the form for record purpose. Also, after the successful submission of online application a unique Registration No. will be generated. Candidates are instructed to remember that Registration No. for future reference.

Under no circumstances offline application will be accepted. A candidate must go through the instruction thoroughly and carefully before submitting online application. Any omission / suppression of information shall lead to rejection of application or candidature at any stage of process without further intimation.

ADMIT CARD of written examination can be obtained from [www.purulia.nic.in](http://www.purulia.nic.in). No postal communication will be made from this end.

All information will be available on the website [www.purulia.nic.in](http://www.purulia.nic.in). / Applicants are requested to visit regularly the district website for any subsequent information / updates in this regard.

The District Magistrate, Purulia reserves the right to engage or to cancel any engagement to any aforesaid post or may be suspended / postponed at any point of time.

No TA/ DA is admissible for appearing in written examination/computer test/ personal interview.

Last date of submission application is 31/07/2019 up to 5.30 p.m. Application received beyond the last date will not be considered.

#### **Grounds for Rejection of Applications:-**

1. One candidate can submit only one application under one category of post. Submission of Multiple applications for the same category of post is not allowed. More than one application submitted for the same category of post shall be liable to be rejected.
2. One candidate can submit application for only one category of post. Submission of multiple applications by a candidate for more than one post will lead to rejection of all applications submitted by the candidate.
3. Online generated application forms if submitted without copies of essential documents as mentioned above shall be summarily rejected.
4. Application will also be rejected if there is data mismatch in the filled in application form with reference to the soft copies of the documents submitted.

After due scrutiny of eligibility as per NOTICE, short listed candidates will be called for written examination.



**Selection Procedure:-**

Candidates will be selected by a written examination of 100 (Hundred) marks if required and Personality Test of 30 (Thirty) marks.

The distribution of marks for the Written Test will be as follows:-

- I) District Coordinator: - Bengali (Madhyamik Std)-20; English (Madhyamik Std)-20; Mathematics (Madhyamik Std)-20; GK, Current Affairs & Rural Development – 20; Computer Test (MS Office)-20.
- II) Assistant Coordinator: -(Tech)- Bengali (Madhyamik Std)-20; English (Madhyamik Std)-20; Mathematics (Madhyamik Std)-20; Engineering -20; Computer Test (MS Office)-20.
- III) Data Entry Operator - Bengali (Madhyamik Std)-20; English (Madhyamik Std)-20; Mathematics (Madhyamik Std)-20; GK, Current Affairs & Rural Development – 10; Computer Test (MS Office)-30.

  
District Magistrate  
&  
Executive Officer  
Purulia Zilla Parishad

Memo No: 910/P2P/MNB/LVIII/1/2019

 Dated: 26/6/2019

Copy forwarded for information and necessary action to:

- 1-4) The Sub Divisional Officer (Sadar/Jhalda/Manbazar & Raghunathpur)
- 5) The Deputy Secretary, Purulia Zilla Parishad
- 6) The DICO, Purulia , with a request to publish in news paper.
- 7) The DIO, NIC , Purulia – with a request to upload the notification in the district portal of Purulia and to make the necessary arrangement in the District portal for submission of applications online.
- 8). The DIA, PZP with a request to corordinate with The DIO, NIC , Purulia for the whole process.
- 9) CA to the Sabhadhipati, Purulia Zilla Parishad.
- 10) CA to the District Magistrate, Purulia
- 11) CA to the Additional District Magistrate (ZP), Purulia
- 12) Office of the Notice Board, Purulia Zilla Parishad
- 13) Office Copy.

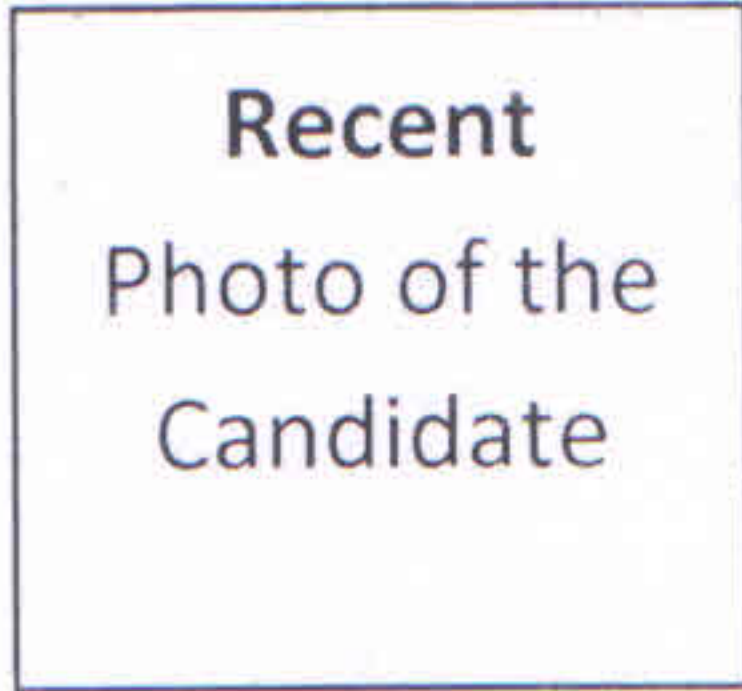
  
District Magistrate  
&  
Executive Officer  
Purulia Zilla Parishad





Requisite Field

**:-Format of Application:-**



To  
The District Magistrate &  
Executive Officer,  
Purulia Zilla Parishad, Purulia

In response to your Engagement Notice Vide No. ...., dated:- ....., I  
am applying for the post of .....

My particulars are given below:-

(1)Post applied for (Name of the post,)( 2) Name in full (in block letters), (3) Nationality, (4) Sex (Male/ Female), (5 a) Date of Birth (DD/MM/YY), (6) Father's /Husband Name (in block letters), (7)**Mother's Name** (8) Complete postal address (in block letters with Pin Code), (9) Required Qualification in Post Graduation/Graduation/Diploma mentioning i) Name of the examination, ii)University/Council/ Institute iii)Year of Passing, iv) % of marks obtained, (10) Experience (if any), (11) Computer Knowledge in Detail, (12) Whether presently employed (if yes give particulars),(11) Mobile No. (12) e- mail address.

DECLARATION

I solemnly declare that the statement made in this application are true and complete to the best of my knowledge and belief and in the event of any information being found false or incorrect my candidature will be liable to be cancelled. I have informed Head of my Office/Department in writing that I am applying such post **(if applicable)**

Yours faithfully,

.....  
Signature of the Candidate in full