

GOVERNMENT OF WEST BENGAL

Office of the District Magistrate, Darjeeling
(District Child Protection Unit)

Contact No: 0354-2252197

Email:- dcpsdarjeeling@gmail.com/dcpodarjeeling@gmail.com

Memo No: 146/DCPU/Dj-16


Date:- 28/06/2016

NOTICE

In pursuance of Memo No.1471/WCD & SW/2015 dt.03.02.2015 of the Child Development Department and Women Development & Social Welfare Department to the Govt. of West Bengal, filled in application in prescribed format is hereby invited from the eligible candidates for filling up of the following contractual posts in the District Child Protection Unit, Darjeeling. The detail of the vacancy is as follows:

Sl. No.	Name of the Post	No. of vacancy	Age (As on 01.07.2016)	Educational Qualification	Other required Qualification	Remarks
01.	Accountant	01	18-35 years.	B.Com	Knowledge in Computer operation and experience of at least 2 years in Accounting work and also knowledge of Tally package	Rs.14,000/-

- 2) The prescribed application form may be downloaded from the website www.darjeeling.gov.in
- 3) The envelope containing application must super scribed at the top by the name of the post applied for.
- 4) Application will be received from 1.07.2016 to 22.07.2016 both by post and by hand in the Office of the District Child Protection Unit, Office of the District Magistrate, Ground floor, Minority Bhawan, Darjeeling. Pin- 734101
- 5) Age will be calculated on the basis of 01.07.2016
- 6) Application will be supported by self attested
 - (a) Two Photographs
 - (b) Age proof
 - (c) Qualification Certificate
 - (d) Experience Certificate
 - (e) Residential proof
 - (f) Computer Certificate
 - (g) Mobile No.
 - (h) Self addressed envelope with requisite postage stamp.
- 7) The posts will be filled up on the basis of written examination of 80 (eighty) marks, computer test of the 10(ten) marks and viva-voce test of 10(ten) marks of successful candidate at the ratio of 1:5.
- 8) The merit list of successful candidates in the ratio of 1:4 will be prepared for a period of 2 years.
- 9) The District Level Selection Committee, Darjeeling reserves the right to reject any application not Properly filled in or received after due date.


 Vice Chairperson of the District Level Selection Committee

&

Addl. District Magistrate, Darjeeling.

APPLICATION FORMAT

Application for the post of _____

To
The Chairperson of the District Level Selection Committee
&
District Magistrate, Darjeeling



Sir,

In response to your advertisement in the Uttar Banga Sambad/ Himalayan of 1st July 2016 that you going to recruit one contractual staff for DCPU, Darjeeling. I beg most respectfully to apply for the above post. My full particulars are given below for your kind consideration.

1. Name of the Applicant(in block letters) : _____
2. Father's / Husband's Name : _____
3. Address for Communication : _____
Post Office: _____ :Block/ Municipality/Corporation _____
District : _____ Pin: _____
Mobile No: _____
4. Permanent Address : _____
Post Office: _____ :Block/ Municipality/ Corporation _____
District: _____ : Pin: _____
5. Date of Birth : _____ / _____ / _____
6. Age (as on 01.07.2016) : _____ / _____ / _____
7. Sex (Male/ Female) : _____
8. Caste : _____
9. Nationality : _____
10. Academic Qualification: (From Madhyamik onwards)

Sl No	Exam passed	Board/ University	Year of passing	Total Marks	Marks obtained	% of marks

11. Qualification in Computer : _____

12. Work Experience : _____

DECLARATION

"I hereby declared that all statements made in this application are correct to the best of my knowledge and belief and in the event of my information being found false my candidature is liable to be cancelled"

Place: _____

Date: _____

Signature of the applicant

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Email:- dcpsdarjeeling@gmail.com/dcpodarjeeling@gmail.comMemo No: 146/DCPU/Dj-16Date:- 28/06/2016**NOTICE FOR CONTRACTUAL ENGAGEMENT**

The District Child Protection Unit (DCPU), Darjeeling invites applications for contractual engagement post of Accountant in District Child Protection Unit (DCPU) under Integrated Child Protection Scheme (ICPS) initially for 1 (one) year. Candidates are required to apply in prescribed form available from the website:- <http://www.darjeeling.gov.in> within 22nd July 2016.

For further information please contact of the offices of the following office:

- 1) The District Child Protection Officer, Office of District Magistrate, ground floor, Minority Bhawan