

UTTARPARA-KOTRUNG MUNICIPALITY

Recruitment Notice

No. 1/771

Date: 19.02.2019

Applications are invited from eligible Indian citizen for filling up the following posts:-

Name of the Post (All Posts are temporary and likely to be permanent)	Post Code	Vacancy Roster								Total	Age Limit (As on 01.01.2019) *
		U.R.	S.C	S.T	O.B.C (A)	O.B.C (B)	U.R. (E.C)	S.C. (E.C)	S.C. (Ex. Ser)		
Assessment In-charge	01	1	x	x	x	x	x	x	x	1	25-39 years
Sanitary Inspector	02	x	1	x	x	x	x	x	x	1	21-39 years
Store Keeper	03	1	x	x	x	x	x	x	x	1	18-40 years
Driver	04	2	1	1	x	x	1	x	x	5	18-40 years
Pump Operator	05	1	1	1	x	x	1	x	x	4	18-40 years
Clerk	06	2	x	1	1	x	1	1	x	6	18-40 years
Peon	07	1	1	x	x	x	1	x	x	3	18-40 years
Mazdoor	08	x	x	x	x	x	x	x	1	1	18-40 years
Total Vacancy										22	18-40 years

*Upper Age Limit for S.C., S.T., O.B.C. (A), O.B.C.(B), Physically Handicapped (not below 40%), Ex-Service Man is relaxable as per Government Rules.

Qualification and Experience:

- Assessment In-Charge (01) (PB-3, Rs. 7100 - Rs.37600 + GP 3600):** Diploma in surveyorship from any institution recognized by the Government. Departmental candidates working as clerk having qualification as stated above with at least 7 years experience shall be eligible.
- Sanitary Inspector (02) (PB-3, Rs. 7100 - Rs.37600 + GP 3600):** Passed Higher Secondary or equivalent from Board/Council/Recognized by the Government with Diploma in Sanitary inspectorship from any institution recognized by the Government. Department candidates having requisite qualification has stated above and fulfilling other criteria shall also be eligible.
- Store Keeper (03) (PB-2, Rs. 5400 - Rs.25200 + GP 2600):** Passed Madhyamik or equivalent examination from Board/Council/Recognized by the Government with at least 6 months certificate in Computer Course, having sound knowledge with regard to M.S. Office & Internet.
- Driver (04) (PB-2, Rs. 5400 - Rs.25200 + GP 2300):** Passed Class VIII from any school Recognized by the Government and having heavy driving license with at least **5 years experience**. Departmental candidates having requisite qualification and fulfilling other criteria shall also be eligible.

New G. T. Road, Uttarpara, Dist. Hooghly (West Bengal), Pin - 712 258

Visit us at - www.uttarparamunicipality.in

Mail us at - uttarparakotrungmunicipality@gmail.com

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5. **Pump Operator (05) (PB-2, Rs. 5400 - Rs.25200 + GP 2300):** Passed Class VIII from any school Recognized by the Government and having electrical certificate from any I.T.I. recognized by the Government.
6. **Clerk (06) (PB-2, Rs. 5400 - Rs.25200 + GP 2600):** Passed Madhyamik or equivalent examination from Board/Council/Recognized by the Government with at least 6 months certificate in Computer Course, having sound knowledge with regard to M.S. Office & Internet.
7. **Peon (07) (PB-1, Rs. 4900 - Rs.16200 + GP 1700):** Passed Class VIII from any school Recognized by the Government and is able to read and write in Bengali.
8. **Mazdoor (08) (PB-1, Rs. 4900 - Rs.16200 + GP 1700):** Passed Class VIII from any school Recognized by the Government and is able to read and write in Bengali.

Written Test, Computer Test and Viva Voce:

1. **Assessment In-Charge :** MCQ-Type - English 30 marks,, Math 30 marks, General; Awareness 30 marks upto Madhyamik Standard and questions relating to Assessment/Survey/Reporting 60 marks - Total 150 marks. Time allowed 120 minutes. Computer Test 30 marks (Time 30 mins) and Viva Voce 20 marks. (Negative Marking 0.25 for each incorrect answer)
2. **Sanitary Inspector :** MCQ-Type - English 30 marks,, Math 30 marks, General; Awareness 30 marks upto Madhyamik Standard and questions relating to Sanitation/Survey/Reporting 60 marks - Total 150 marks. Time allowed 120 minutes. Computer Test 30 marks (Time 30 mins) and Viva Voce 20 marks. (Negative Marking 0.25 for each incorrect answer)
3. **Store Keeper:** MCQ-Type - English 30 marks,, Math 30 marks, General; Awareness 30 marks upto Madhyamik Standard - Total 90 marks. Time allowed 90 minutes. Computer Test 30 marks (Time 30 mins) and Viva Voce 15 marks. (Negative Marking 0.25 for each incorrect answer)
4. **Driver:** Candidates will be called for driving test for 70 Marks and Viva Voce 10 marks.
5. **Pump Operator:** Candidates will be called for Practical Test for 70 Marks and Viva Voce 10 marks.
6. **Clerk:** MCQ-Type - English 30 marks,, Math 30 marks, General; Awareness 30 marks upto Madhyamik Standard - Total 90 marks. Time allowed 90 minutes. Computer Test 30 marks (Time 30 mins) and Viva Voce 15 marks. (Negative Marking 0.25 for each incorrect answer)
7. **Peon:** MCQ-Type -Math 30 marks, General; Awareness 30 marks upto Class VIII Standard - Total 60 marks. Time allowed 60 minutes and Viva Voce 10 marks. (Negative Marking 0.25 for each incorrect answer)
8. **Mazdoor:** MCQ-Type -Math 30 marks, General; Awareness 30 marks upto Class VIII Standard - Total 60 marks. Time allowed 60 minutes and Viva Voce 10 marks. (Negative Marking 0.25 for each incorrect answer)

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Application Fee: NIL.

Applications: Eligible candidates may apply through **Online only under the official Website www.uttarparamunicipality.in**. Application Form will be available in that website **No hard copy Application for recruitment in any post will be entertained.**

Last Date of Submission of Application: 20.03.2019 upto 5 pm.

Note:

1. **Application without having requisite qualification and experience, age and incomplete filling of form is liable to be cancelled. Acquiring of qualification/ experience after submission of application will not be entertained at all.**
2. **Candidates are requested to visit the website regularly for watching the improvement of selection process.**
3. **Candidates are instructed to download call letters from the website as an when available. Please preserve the User Id and Password very carefully.**
4. **Candidates applying for multiple posts shall be responsible for appearing in the test/examination/viva-voce in their own capacity if examination date and time coincide, non appearance in any particular examination/s shall tantamount to cancellation of his / her candidature for that particular post.**


Chairman
Uttarpara-Kotrung
Municipality

Dilip Yadav
Chairman
Uttarpara-Kotrung
Municipality

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