

**Office of the Board of Councillors
UTTARPARA-KOTRUNG MUNICIPALITY**

Memo no. 1/8053

Date-11.01.2024

Detailed Advertisement

Applications are invited from the eligible women candidates (married / divorced / widow) who must be a resident of this municipality to fill up the vacancies of the post of Honorary Health Workers (HHWs) as per terms and conditions stated below:-

1. Name of the post: Honorary Health Worker (HHW)
2. No. of Vacancy: 6
3. Age: 30-40 years as on 1 day of the calendar year i.e. as on 01.01.2024. In case of SC/ST/OBC (A/B) candidates, the lower age limit may be relaxed to 22 years. As such candidates belonging to SC/ST/OBC (A/B) whose age is between 22-40 years may apply.
4. Educational qualification: Minimum Madhyamik pass or equivalent examination. Candidates having higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered. For calculation of the marks obtained in the Secondary Examination (Madhyamik or equivalent), the aggregate is to be considered (excluding the marks obtained in the additional paper).
5. Candidates having motivation / experience of rendering social service.

6. Terms & Conditions:

- Monthly honorarium of the HHW will be Rs. 4,500/- (Rupees Four thousand Five hundred only) per month.
- The HHW shall be engaged on contract initially for a period of 1 (one) year on probation from the date of joining of each HHW and shall be extended further on the basis of satisfactory performance and on obtaining approval for extension from the UD & MA Department. The candidates will have to apply in the prescribed Application Format. Application Format is to be downloaded from the website of Uttarpara-Kotrung Municipality i.e. www.uttarparamunicipality.in.
- Candidate should enclose self-attested copy of proof of age (Madhyamik Admit card), proof of residence (Aadhaar Card/Voter ID), Mark sheet of Madhyamik or equivalent examination as applicable, proof of SC/ST/OBC-A/OBC-B in case of SC/ST /OBC-A/OBC-B candidates, as per certificate issued by the Sub Divisional Officer/DWO, Kolkata.

- Candidate also enclose self-attested copy of Marriage Certificate / Voter Card/Ration Card mentioning the husband's name for married candidates, Death Certificate of husband for widows and Order of Hon'ble Court order for divorce, if any for divorcees.
- All applications must be addressed to the Chairman, Uttarpara-Kotrung Municipality and also are to be submitted physically at the Municipal Office within working days at the designated drop box in proper sealed envelopes.
- The last date for submission of application is 30.01.2024 within 5.00 PM. After that no applications will be received or entertained.

7. The selection would be based on –

- Eligible candidates to be called for interview in the ratio of 1:10 for every vacancy of HHW based on the marks obtained in the Madhyamik or equivalent examination.
- Marks obtained by the candidate in the Madhyamik or equivalent examination (90% weightage).
- Score in the interview (10% weightage).
- Final merit list should be prepared based on marks obtained by the candidate in the Madhyamik or equivalent examination and score secured in the interview taken together.

8. No TA/ DA will be allowed to attend the interview.

**Sd/-
Member Convener
HHW Selection Committee
Uttarpara-Kotrung Municipality**