

Govt. of West Bengal
DISTRICT CHILD PROTECTION UNIT, NADIA
(SOCIAL WELFARE SECTION)

2nd Floor, Room No. - 309
District Administrative Building, Krishnagar, Nadia
Ph. No.: 03472-252114, Email Id: dcps.nadia@gmail.com

Memo No: 750/DCPU-N

Date: 01/09/2017

Walking interview for the contractual post (03) at Juvenile Justice Board, Nadia

For engagement (on contractual basis) of the following vacant post at Juvenile Justice Board, Nadia (Specific instruction for application of specific posts):

Sl No	Name of the Post	Age	Educational Qualification	Other performance Qualification	Consolidated pay per month
1	Bench Clerk	Bellow 62 years as on date of advertisement	Ex-Govt. Employee	Experience in similar job is desirable.	Rs. 14,770/-
2	Lower Division Clerk cum Typist	Bellow 62 years as on date of advertisement	Ex-Govt. Employee	Knowledge of Computer is essential.	Rs. 11,880/-
3	Counsellor	21-40 years as on date of advertisement	Graduate in Psychology/Social Work	Counselling experience at least 2 years.	Rs. 14,000/-

The initial contract period is for one year and it may be renewed for further period depending on need and performance of the candidates.

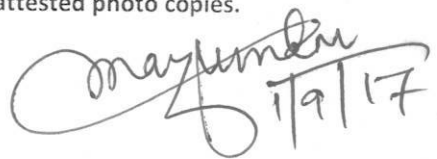
Applicants for the post of Bench Clerk, Lower Division Clerk cum Typist and Counsellor must report for checking & verification of original documents and interview in the specified venue at least 30 minutes before the time as per the schedule mentioned below, along with the **specified pre-filled up proforma**. The information provide in the specified pre-filled proforma must be supported by corroborative documents including their residential proofs, voter Identity card, Aadhaar card etc. No benefits / claims for any qualification / experience shall be admitted unless the same are supported by authenticated documentary evidence. Candidates will be selected from merit list prepared according to marks obtained for educational qualification, experience and marks obtained in interview. No TA & DA will be admissible for attending walk in Interview.

Date of Interview & Venue

Post	Date & Time	Venue
Bench Clerk	21.09.2017 & 10.00 am	Conference Hall, 3 rd Floor, District Administrative Building, Krishnagar, Nadia
Lower Division Clerk cum Typist	21.09.2017 & 10.00 am	Conference Hall, 3 rd Floor, District Administrative Building, Krishnagar, Nadia
Counsellor	22.09.2017 & 10.00 am	Conference Hall, 3 rd Floor, District Administrative Building, Krishnagar, Nadia

NB:- On the day of interview, the candidate shall have to bring with all Educational Qualification, Computer Knowledge and Experience related documents (PPO for Ex- Government employee) in original and a set of self attested photo copies.




DSWO & Member Secretary
DCPS, Nadia

**Bio-Data form for the contractual post of Bench Clerk, Lower Division Clerk cum
Typist and Counsellor at Juvenile Justice Board, Nadia.**

(To be filled in by the candidate in BLOCK LETTER)



To

**The District Magistrate &
Chairman, District Child Protection Unit, Nadia.**

Sir,

In reference to your advertisement vide Memo No. _____, dated _____, I beg to offer myself as a candidate to the contractual post of _____ at Juvenile Justice Board, Nadia. Relevant particulars in respect of me are given below.

Basic Information:-

Name of the candidate :
Father's / Guardian's name :
Address for Communication :
with PIN
Mobile/ Phone No. :
E-mail ID (If available) :
Date of Birth : Age (as on 01 .09.2017) :
Sex :
Marital Status :
Category (cast) :
Physically Handicapped : Yes / No

Academic Qualification (including Computer qualification):-

Sl. No.	Name of Examination	Board/University	Year of passing	Total Marks	Marks obtained

Details of Working Experience of the Candidate (Attach extra sheet, if necessary): -

Sl. No.	Name & Contact Number of the Employer	Job Description	Joining Date	Date of release

Documents submitted: -

1. In support of Age :
2. In support of Educational Qualification :
3. In support of Computer Qualification, Knowledge / Working Experience :

Declaration of the Applicant: -

I do hereby solemnly declare and affirm that all the information furnished in this application about me and my academic/computer/professional qualifications are true and correct to the best of my knowledge and belief; if anything found false, the Selection Committee shall lead me to rejection of application or candidature at any stage and also take any legal action against me.

Yours faithfully,

Place:

Date:

(Full Signature of Candidate)