



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE
&
DISTRICT PROGRAMME COORDINATOR, NADIA
MGNREGA Cell, Nadia
Administrative Building (1st Floor), Krishnagar, Nadia



Memo No. 777/MGNREGA

Dated: 03/10/2013

In pursuance of order no. 4680-RD(Estt)/PAC/18E-1/2006 dated 25th June 2007 and 2749-RD/P/NREGA/18E-01-06 Part-II, dated 23rd April, 2010 of Panchayat and Rural Development, Govt. of West Bengal, applications are invited from Indian Citizens and such other Nationals as are declared eligible by Government of India for recruitment to the under mentioned contractual posts. The contractual engagement to the post will be initially for one year in the district of Nadia for implementation of MGNREGA.

Name of Posts and Other Details

Post Code	Name of the post	No. of post
I	Programme Manager(MIS)	1
II	Junior Programme Officer	11
III	Programme Assistant	11
IV	Technical Officer, Horticulture & Forestry	1
V	Assistant Engineer (Outlying Subdivision)	1

PAY (Consolidated remuneration) :

- I Programme Manager (MIS): Rs. 21,000/-
- II Junior Programme Officer: Rs. 16,000/-
- III Programme Assistant: Rs.11,000/-
- IV Technical Officer, Horticulture & Forestry: Rs. 16,000/-
- V Assistant Engineer : Rs. 27,800/-

ESSENTIAL QUALIFICATIONS and Experience:

I Programme Manager (MIS):

1. MCA with at least 2 year's experience in an Organisation with large database.

II Junior Programme Officer:

1. Honours Graduate with 55% marks in any stream from any recognized university.
2. 6 months computer Certificate course from any recognized institution

III Programme Assistant:

1. X+2 with 60% marks in science stream with Physics & Maths
Or
2. X+2 with 60% marks in vocational stream with Physics and Maths as compulsory subject.
3. 6 months computer Certificate course from any recognized institution.

IV Technical Officer, Horticulture & Forestry:

1. Honours Graduate with 55% marks in Agricultural Science
Or
2. Honours Graduate with 55% marks in Horticulture
3. 6 months computer Certificate course from any recognized institution.

V Assistant Engineer (Outlying Subdivision):

1. BE (Civil) from any recognized university or equivalent qualification including AMIE
2. Knowledge in computer (Office and Auto Cad).

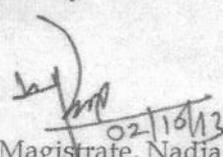
AGE: Not more than 40 years as on 01.01.2013.

Mode of selection: Selection will be based on i) Written test, ii) Computer aptitude test and iii) Viva-voce.

Last date of submission of application: 31.10.2013 upto 3 PM

The candidate full filling the above criteria should apply in prescribed proforma along with necessary self-attested document in support of educational qualification, age proof certificate, computer certificate, experience certificate and address proof.

Application should be submitted only at the office of the "District Magistrate & District Programme Co-ordinator, Nadia Collectiorate, Room No. 212, Krishnagar, Nadia, Pin-741101" mentioning the name of the post and post code, i.e. "Application for the post of _____ and Post Code: _____" on the envelope. The applications will have to be submitted in a Drop Box situated at the above mentioned room or at the Office of Sub-Divisional Officers of Kalyani, Ranaghat and Tehatta from the date of publication and the last date of submission of application within official hours and upto 3:00 PM on 31.10.2013. Application must be submitted by hand at the drop box only.


District Magistrate, Nadia
&

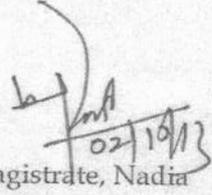
District Programme Coordinator,
WBREGA/MGNREGA, Nadia

Memo No. 777/1/ (42)/MGNREGA

Dated: 03/10/2013

Copy forwarded for information and taking necessary action to the :-

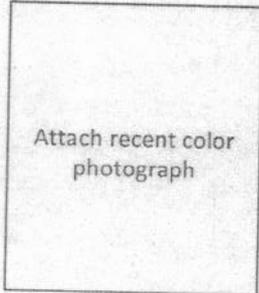
- 1-4) Sub - Divisional Officer, Sadar (Krishnagar)/ Ranaghat / Kalyani / Tehatta.
- 5-21) Programme Officer and Block Development Officer, _____
Development Block
- 22-38) Savapati, _____, Panchayat Samity.
- ✓ 39) District Informatics Officer, NIC, Nadia Collectorate with request to publish the notice
in the official website of the district.
- 40) PA to Savadhipati , Nadia Zilla Parishad
- 41) DIA, Nadia Zilla Parishad with the request to publish the advertisement in Nadia
Zilla Parishad website.
- 42) Office Notice Board


District Magistrate, Nadia
&
District Programme Coordinator,
WBREGA/MGNREGA, Nadia

APPLICATION FORMAT FOR THE POST OF _____

[Candidates shall fill in the application form in CAPITAL LETTER. Certificate of educational qualification, age-proof, experience and residential status shall accompany the application format].

To
The District Magistrate
&
District Programme Coordinator
MGNREGA, Nadia



Sir,

I would like to apply for the post of _____

My particulars are given below:-

1. Name : _____
2. Father/Husband's Name : _____
3. Residential Address : _____
: _____
4. Contact No. :
5. Date of Birth : _____
6. Educational Qualification : _____
: _____
: _____
7. Qualification on computer application: _____
8. Working Experience : _____
: _____
: _____
: _____

I hereby undertake that the particulars furnished above are true to the best of my knowledge and belief. If any of the particulars supplied is found wrong at any stage of engagement, my candidature will be cancelled forthwith. Copies of the testimonials are attached, as asked for.

Date : _____

Place : _____

(Signature of applicant)