



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE BLOCK DEVELOPMENT OFFICER  
SANTIPUR DEVELOPMENT BLOCK  
FULIA COLONY, DIST: NADIA

E-Mail ID: santipurbdo@rediffmail.com  
FAX: 03473-234226

Tel. : 03473-234360  
Mob.: 83730 50615

## NOTIFICATION

Notification is hereby issued in terms of Memo. No. 303(21)ES(CMDMP)/ESTT-05/2013 Dated 19.05.2014 of the PD , CMDMP , School Education Deptt. , Govt. of West Bengal, for engagement of Data Entry Operator on Contractual basis under CMDMP for the under mentioned urban bodies in the following scale.

Sl. No.	Name of the Block	No. of post of DEO	Professional fees per month
1.	Santipur Development Block, Nadia	1 (One)	Professional fees consolidated rate of Rs. 11000/- per month subjected to enhancement of Rs. 500/- Per year during 5(Five) years & thereafter @Rs. 600/- per year in terms of F.D.'s Memo. No. 5859F(Y) Dated:-22.07.2013

### **Eligibility:-**

- i) **Educational qualification:** Graduation in any discipline with certificate in Computer Application from a Govt. recognized institution.
- ii) **Age :** Minimum 21 years & maximum 40 years as on 01.01.2015 for General Candidates, relaxable by 3 years for the OBC/PH candidates & 5 years for SC/ST candidates.

### **Selection procedure:-**

- 1) To be applied to the BDO cum Chairperson of the Block Level Selection Committee , Santipur Dev. Block as per Proforma enclosed .
- 2) Following self attested photocopies of the documents are to be attached with the application :
  - i) Admit Card of Madhyamik for age proof.
  - ii) Mark sheets of all qualifications upto Graduate level.
  - iii) Certificate of Computer Application.
  - iv) Experience certificate in computer related works.
  - v) SC/ST/OBC-A/OBC-B/PH certificate.
  - vi) Residential Certificate from competent authority (in original).

Application in the following proforma ( typed/printed ) to be dropped in the drop box in the Office of the Block Development Officer, Santipur at Fulia Colony, Nadia between 11:30 A.M. to 04:00 P.M. on all working days.

### **Last date of submission of application- 29.01.2015.**

Incomplete application or, application submitted after crossing date & time, will summarily be rejected.

**Conditions:**

- 1) The DEOs so engaged by the selection committee will be for a period of one year or, less subjected to renewal of contract on monthly or, yearly basis by the Head of Deptt./Office.
- 2) Financial implication for payment of professional fees to the DEOs will proceed against the Budget Provision of Management, Monitoring and Evaluation (MME) fund under Mid-Day-Meal Programme.
- 3) Monthly Professional fees shall be drawn as per format issued by the Finance Deptt. Vide memo. no. 5859(Y) , Dt. 22.07.2013 .
- 4) Such engagement may also be terminated at the completion of the Job or, at the end of the Project whichever is earlier.
- 5) The engagement may also be terminated by the Head of the Deptt./Office on the basis recommendations of the IT Deptt./NIC project leader or, the Project In-charge for unsatisfactory service, misconduct etc. of the incumbent concerned.



B.D.O cum Chairperson,  
Block Level Selection Committee,  
Santipur Development Block, Nadia.

**Block Development Officer  
Santipur Dev. Block, Nadia**

Memo. No.:-


103 (16)

Date:-

13.1.15

Copy forwarded for information & taking necessary action to:-

- 1) The District Magistrate, Nadia,(Cooked Mid-Day-Meal Section), Krishnagar , Nadia.
- 2) The Additional District Magistrate (General), Nadia , Krishnagar , Nadia.
- 3) The Sub-Divisional Officer, Ranaghat Sub-Division, Ranaghat , Nadia.
- 4) The Officer-in-charge , MDM , Nadia Collectorate, Nadia.
- 5) The District Informatics Officer (NIC) , Nadia, Krishnagar, Nadia, with a request to upload this notification at Nadia District Website.
- 6) The Savapati , Santipur Panchayat Samity , Fulia Colony , Nadia.
- 7) The Sahakari Savapati , Santipur Panchayat Samity , Fulia Colony , Nadia.
- 8-15) The Prodhan .....(All) Gram Panchayat for wide publicity.
- 16) Office Notice Board.



B.D.O cum Chairperson,  
Block Level Selection Committee,  
Santipur Development Block, Nadia.

**Block Development Officer  
Santipur Dev. Block, Nadia**

**APPLICATION FOR DATA ENTRY OPERATOR (DEO) , COOKED MID-DAY-MEAL  
PROGRAMME (CMDMP) FOR SANTIPUR DEVELOPMENT BLOCK**

REFERENCE NOTIFICATION NO. 511(18)/MDM , DATED:- 25.11.2014

To  
The B.D.O cum Chairperson of  
Block Level Selection Committee,  
Office Of the Block Development Officer,  
Santipur Development Block , Nadia.

Paste a Recent  
Passport Size  
signed color  
photograph

Sir,

I beg to apply for the post of DEO of CMDMP of Santipur Development Block.

My particulars are furnished below :-

- 1) Full name (In block Letter) :- \_\_\_\_\_
- 2) Name of Father/Husband :- \_\_\_\_\_
- 3) Date of Birth :- \_\_\_\_\_
- 4) Sex :- \_\_\_\_\_
- 5) Nationality :- \_\_\_\_\_
- 6) Permanent Address :- \_\_\_\_\_
- 7) Present Address :- \_\_\_\_\_
- 8) SC/ST/OBC-A/OBC-B :- \_\_\_\_\_
- 9) Physically Handicapped (Yes/No) :- \_\_\_\_\_
- 10) Educational Qualification :-

Sl. No.	Name of the Examination	Total Marks	Marks Obtained	% of marks obtained
1.	M.P. (10 <sup>th</sup> Level)			
2.	H.S. (10 + 2 level)			
3.	Graduation Level			

- 11) Computer Application Certificate (Yes/No) :- \_\_\_\_\_
- 12) Experience if any :- \_\_\_\_\_

**-: Declaration :-**

I , Sri/Smt. .... hereby declare that ,

- a) All the statements made in this application are true , complete & correct to the best of my knowledge & belief & in the event of any information being found false , my candidature is liable to be cancelled.
- b) I have applied for only one post in the notification above.
- c) [Only for candidates engaged under Govt./PSU] , I have obtained no objection certificate from my authority in written.

\*Strike out the portion (C) , if not applicable.

Date:-

Yours faithfully,

Place:-

.....  
(signature of the applicant)

Enclosure:-

- i) Admit Card of Madhyamik for age proof.
- ii) Marksheet of all qualifications upto Graduate Level.
- iii) Certificate of Computer Application.
- iv) Experience Certificate in Computer related Works.
- v) SC/ST/OBC-A/OBC-B/PH Certificate.
- vi) Residential Certificate from competent authority (in original)
- vii) One self addressed envelope with requisite stamp .