

Government of West Bengal
Office of the District Magistrate, Murshidabad
District Child Protection Unit, Murshidabad
Berhampur, Murshidabad

Memo No. 258 /DCPS/Msd

Dated 17/06/2015

The District Child Protection Society (DCPS/DCPU), Murshidabad invites **online applications** from the eligible candidates for appointment on contractual basis on the following posts under the scheme initially for this year:

Willing and truly eligible candidates are required to apply online in the website www.dcpmurshidabad.org / www.murshidabad.gov.in (as link) from 18/06/2015 to 30/06/2015. The candidate must upload his / her genuine scanned signature & pass port size colour photo in the application properly.

The relevant particulars like names of the posts, qualification, age limit, consolidated remuneration under each category of posts are stated in the following table.

A candidate must go through the instructions thoroughly and carefully before submitting online application.

SN	Name of the post	No. Of Vacancy	Age	Sex	Category	Minimum educational qualification	Other required qualification	Consolidated pay
1.	Legal cum Probation Officer for DCPU	1	18 – 45 years as on 01/06/2015	M / F	UR	Graduate in Law	Knowledge in Computer Operation & 3 years experience in the field of Child Welfare.	Rs.21,000/-
2.	Social Worker for DCPU	1	18 – 35 years as on 01/06/2015	F	SC	Graduate, Preferably in Social Work / Psychology / Sociology	Knowledge in Child Psychology is preferable, Experience at least 2 years in the field of Child Development / Counselling	Rs.14,000/-
3.	Data Analyst for DCPU	1	18 – 35 years as on 01/06/2015	M / F	UR	Graduate in computer applicant	At least one year's experience in the relevant field	Rs.14,000/-
4.	Assistant cum Data Entry Operator for DCPU	1	18 – 35 years as on 01/06/2015	M / F	UR	H.S. or equivalent	Knowledge in Computer Operation and experience of at least 1 year in Computer Operation.	Rs.10,000/-
5.	Assistant cum Data Entry Operator for J.J.B	1	18 – 35 years as on 01/06/2015	M / F	UR	H.S. or equivalent	Knowledge in Computer Operation and experience of at least 1 year in Computer Operation.	Rs.9,000/-

Qualification as stated in the Table above must be passed by the candidates on or before the date of publication of the advertisement.

Registration number and Password will be generated through online application and printed hard copy of application should be kept by the applicants for future reference along with the ID and Password.

GENERAL GUIDELINES :-

1. At interview, only shortlisted candidates will be asked to produce all relevant original certificates along with the self attested photo copies for verification, failing which their candidature shall be rejected without any further communication.

2. Mode of Examination:

A) **Written Examination – 80**, Time Period 1 hour 30 min.

S N	Name of Post	Subject						Total Marks
		Computer (Subjective)	Madhyamik Standard			General studies	Law (Subjective)	
			Arithmetic	English	Bengali			
1.	Legal cum Probation Officer	-	20	20	-	20	20	80
2.	Social Worker	-	20	20	20	20	-	80
3.	Data analysis	20	20	20	-	20	-	80
4.	Assistant cum DEO DCPS	-	20	20	20	20	-	80
5.	Assistant cum DEO J.J.B	-	20	20	20	20	-	80

B) **Computer Test - 10 marks**, Time period – 5 Min.

C) **Interview / Viva Voce Test – 10 marks**

3. Admit Cards of only short-listed candidates will be generated for written examination from the website www.dcpmurshidabad.org / www.Murshidabad.gov.in (for link).
4. Thereafter on the basis of written examination the call letters of only short listed candidates for Computer Test will be generated from the website www.dcpmurshidabad.org / www.Murshidabad.gov.in (for link).
5. The name and address of the examination centre will be mentioned in the admit card / call letter.
6. Submission of more than one application for a single post is strictly prohibited.
7. The candidature of a candidate, who submits more than one application for a single post for admission to the examination, will be cancelled even he/she is eligible for the same.
8. Candidates must obey the instruction as may be given by the supervisor/invigilator of the examination centre. If the candidate fails to do so or indulges in disorderly or improper conduct, he/ she will render himself/herself liable for expulsion from the examination hall and or such other punishment as the committee may deem fit to impose.
9. A Candidate who has been reported against by the supervisor / invigilator of the examination centre for violation of norms of examination hall shall be punished with cancellation of candidature and will also be debarred from appearing in future examination/selections as may be decided by the committee depending on the circumstances / gravity of the case.
10. Use of mobile phones, calculators and any kind of electronic gadgets inside the examination hall is STRICTLY PROHIBITED. Use of the same will lead to cancellation of candidature.
11. Canvassing in any form will disqualify the candidature of the candidate. Any attempt on the part of the candidate to enlisted support for his/her application through persons, officials of Government, or agencies will disqualify him/her for appointment specific recommendations from persons interested in the candidates, or otherwise known to them will be disregarded and will render the candidates ineligible.
12. The final merit list will be prepared on the basis of total marks obtained in the written examination, computer test and the viva voce test.
13. Candidates should bring call letter at the time of reporting along with him/her any **PHOTO IDENTITY** document viz. EPIC, PAN Card, Passport, Admit Card/Certificate of Madhyamik or equivalent with photograph/ Driving License/ Bank Pass Book / AADHAR CARD/ SC/ST/OBC Certificate containing photograph of the candidate/ any other valid photo identity card issued by the competent Govt. authority.
14. The candidate without Admit Card and any valid photo identity document as mentioned above shall not be allowed to enter the examination hall.
15. **Last date of submission of application 30/06/2015 (up to 5:30 pm)**

GROUND OF REJECTION OF APPLICATION FORM

1. Any application form which is incomplete in nature will be rejected.
2. If any information supplied in application form by the applicant is found at any point of time, to be false or not true or incorrect, or if any document in support of essential qualification, experience, desirable experience, age, identity etc is found to be false or not genuine or if essential qualification and experience do not match with respect to prescribed requirement, the application / candidature shall be rejected straightway at any point of time without any reference.


Chairperson
Selection Committee
District Child Protection Society
Murshidabad