

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

NOTICE

Memo No. 64/DCPU/Msd

Dated 12/02/2016

The District Child Protection Unit (DCPU), Murshidabad invites online applications from the eligible candidates for appointment of staffs on contractual basis on the following posts in different Govt. run CCIs initially for this year:

Sl No	Name of the post	No. Of Vacancy (M/F)			Age	Educational qualification	Other required qualification	Consolidated pay
		Shilay an Home	Kazi Nazrul Islam	Ananda Ashram				
01	Counsellor	F-1	M/F-1	M/F-1	18 - 40 years as on 01/01/2016	Graduate, preferably in social work/ psychology / Sociology	Knowledge in computer operation & counselling, experience at least 5 years in the field of Child welfare	Rs.17,500/-
02	Child Welfare Officer/Case Worker	F-1	M/F-1	M/F-1	18 - 40 years as on 01/01/2016	Graduate, preferably in social work/ psychology / Sociology	Knowledge in computer operation and child psychology, experience least 5 years in the field of Child Welfare / Child development / Child counselling,	Rs.17,500/-
03	House Father/House Mother	F-6	M/F-4	M/F-4	18 - 40 years as on 01/01/2016	H.S or equivalent	At least 3 (three) years exp. In Child Care in Govt. NGO run Child Care Programme / Institutions	Rs.11,000/-
04	Para Medical Staff (Nurse)	F-1	M/F-1	M/F-1	18 - 40 years as on 01/01/2016	HS Passed & Paramedical / Diploma in Nursing	At least 3 (three) years experience in the relevant field	Rs.9,000/-
05	Store Keeper cum Accountant	F-1	M/F-1	M/F-1	18 - 40 years as on 01/01/2016	B.Com Graduate	At least 3 (three) years experience in Accounting work and Knowledge in computer	Rs.14,000/-
06	Cook	F-4	M/F-2	M/F-2	18 - 40 years as on 01/01/2016	MP or equivalent	Experience in the relevant field	Rs.7,500/-
07	Helper	F-4	M/F-2	M/F-2	18 - 40 years as on 01/01/2016	MP or equivalent	Experience in the relevant field	Rs.6,000/-



Chairperson
District Level Selection Committee
District Child Protection Unit
Murshidabad

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GENERAL GUIDELINES FOR ONLINE APPLICATION :-

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. The written examination will have objective type question for the following posts :-

S N	Name of Post	Subject				Total Marks
		Madhyamik Standard			General studies	
		Arithmetic	English	Bengali		
1.	Counsellor	20	20	20	20	80
2.	Child Welfare Officer/Case Worker	20	20	20	20	80
3.	House Father/House Mother	20	20	20	20	80
4.	Para Medical Staff (Nurse)	20	20	20	20	80
5.	Store Keeper cum Accountant	20	20	20	20	80
6.	Cook	Walk in Interview (for short listed candidates)				
7.	Helper	Walk in Interview (for short listed candidates)				

3. Admit Cards of Only short listed candidates will be generated for written examination / walk in interview from the website www.dcpmurshidabad.org / www.Murshidabad.gov.in (for link).
4. Thereafter on the basis of written examination only short listed candidates' Call Letter for Computer/Type test (for Sl. No 1 & 2) 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 abide by 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 or examination hall shall be punished with cancellation of candidature and will also be debarred from appearing at 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 for Sl. No. 1 & 2 / for Sl. No. 3 to 5 on the basis of Written Examination and Viva voce test / for sl. No. 6 & 7 on the basis of 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 with Photo ID Card.

14. Last date of submission of online application 19/02/2016 (up to 4:00 pm)

GROUND OF REJECTION OF APPLICATION FORM

1. Any application form without the unique registration number shall be rejected.
2. Any application form without genuine and proper scan signature and photo shall be rejected.
3. Any application form which is incomplete in nature shall be rejected.
4. 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.