



## Government of West Bengal

Office of the District Magistrate & District Programme Coordinator  
MGNREGA Cell, Press Building (2<sup>nd</sup> Floor), Nadia Zilla Parishad, Nadia.  
Phone No.: 03472-223001/253300, E-Mail: nreganadia.dno@gmail.com

Notice No. **01/CFP/MGNREGA**

Date: **06.08.2021**

### Recruitment Notice

Applications are hereby invited from the eligible intending candidates in prescribed format for the temporary posts of District Coordinator, NRM and District GIS Expert to implement the Cluster Facilitation Project (CFP) which will remain operational up to 31<sup>st</sup> March, 2023, on contractual basis initially for a period of one year and may be extended further on satisfactory performance.

Details of posts, No. of posts, post wise eligibility criteria and other relevant information are given below-

Sl no	Name of the Post	No of Post	Age Limit	Essential Qualification	Experience	Emoluments per month	Roles & Responsibilities
1	District Coordinator, NRM	One (01)	25 years to 45 years as on 01.07.2021	B.Tech in Civil/ Agriculture Engineering	At least 5 years work experience must be on rural infrastructure projects/ NRM projects while working with reputed organizations	Rs. 75,000.00 plus Travelling Allowance @ max. 10% of Emoluments based on actual bills	I. Provide support to the CFP cell at block level for proper development of the NRM plan and its implementation. II. Organize training /meeting in block/ GPs on different sector for capacity building. III. He will look after the issues related to NRM, Livelihood and Agriculture & allied works. IV. Coordinate with line department & state CFP cell. V. Any other work assigned as and when by the competent authority
2	District GIS Expert	One (01)	25 years to 45 years as on 01.07.2021	M. Tech/ M.E/ M.Sc. in Geographic Information Science or Technology / Remote Sensing & GIS / Geo Spatial Technology / Geo-Informatics / Geo Spatial Science / Surveying and Geo Informatics  OR B.E / B. Tech with PG Diploma in Geographic Information Science / Remote Sensing from	At least 3 years of Work Experience in GIS-based projects in reputed Government funded organizations like NIRD & PR, NRSC, SRSAC etc. or similar reputed organizations working on GIS based projects.	Rs. 70,000.00 plus Travelling Allowance @ max. 10% of Emoluments based on actual bills	I. Provide support to block CFP cell to prepare the GIS based plans for all GPs. II. Facilitates in providing date / maps / information from different Government departments. III. Ensure completion of all GIS plan of GPs in the Block within six months IV. Any other works assigned as and when by the competent authority

Sl no	Name of the Post	No of Post	Age Limit	Essential Qualification	Experience	Emoluments per month	Roles & Responsibilities
				<p>recognized University / Institute</p> <p>OR</p> <p>MCA with PG Diploma in Geographic Information Science / Remote Sensing from recognized University / Institute</p> <p>OR</p> <p>Post Graduate in Science/ Agriculture Science with PG Diploma in Geographics Information Science / Remote Sensing</p> <p>from recognized University / Institute</p>			

**Note:**

1. The applicant should be an ordinary resident of the State of West Bengal.
2. The Upper age limit is relaxable for the candidates belonging to S.C, S.T, O.B.C & PH as per norms of the State Government.
3. **Mode of Selection:** Selection will be made on the basis of the marks obtained in interview and due weightage will be given on the marks obtained in academics.
4. The applicant shall fill up the **Application Form** attached with this notice and submit the Application Form duly signed by him/her along with his/her self-attested testimonials (All) such as document of age proof (Admit Card of Madhyamik or Equivalent Examination), document for residential address proof, Voter ID Card, Aadhar Card, documents of essential educational qualification, certificate of experience, caste certificate (if applicable), physically handicapped certificate (if applicable).
5. Applicant shall send his/her Application Form along with essential testimonials to this office either at the e-mail [cfpnadia2021@gmail.com](mailto:cfpnadia2021@gmail.com) by attaching all self-attested scanned copies or by dropping the same in the drop box to be kept at the District MGNREGA Cell, Nadia, Press Building (2<sup>nd</sup> Floor), Nadia Zilla Parishad, Nadia, specifically for that purpose on any working day from **11.00 A.M. to 4.00 P.M. up to 27.08.2021.**
6. Applications sent through any other means except the above mentioned two ways, shall not be accepted at all.
7. Last date of submission of the application for both the posts is **27.08.2021 up to 4.00 P.M.**
8. Applications received in any other e-mail ID except the email id ([cfpnadia2021@gmail.com](mailto:cfpnadia2021@gmail.com)) or received after 4.00 P.M. on 27.08.2021 will not be accepted at all.

9. Application once submitted shall be treated as final. No request for change in Application Form will be entertained after the submission of application. The candidates are advised to check the Application Form thoroughly before submission of application.
  10. Incomplete application, application without signature or non-submission of any of the self-attested copies of the requisite nature shall lead to the rejection of the application.
  11. In case of experience certificate, mere appointment or joining letter will not be treated as experience certificate.
  12. In case of in-service applicant, no objection certificate from the present employer of the applicant is to be submitted along with other essential documents.
  13. Candidates shall bring all the requisite original documents as per the eligibility criteria of this notice to be shown on the date of Interview.
  14. The date, time and venue of Interview of the shortlisted candidates will be published at the website of this office (<http://nadia.gov.in>) after scrutiny.
  15. List of such shortlisted candidates for appearing at the interview and Admit Card for the Interview will be uploaded at the website of this office (<http://nadia.gov.in>). Admit Card will also be sent to the such shortlisted candidates through the e-mail Id as provided by the applicant in his/her application form. Admit Card will not be served to the candidates by any other means. Hence, the applicants are advised to follow the website of this office (<http://nadia.gov.in>) and their email Id regularly for correspondence regarding Admit Card.
  16. No TA/DA will be allowed for the interview.
  17. No prayer or application for change of the date and time of the interview will be entertained.
  18. Selection to the posts would be done, only if suitable candidates are found.
  19. The incumbent on selection will be required to undergo an agreement on Non-Judicial Stamp Paper of requisite denomination for the contract tenure. The contract tenure is renewable on expiry, subject to the satisfactory performance of the incumbent and continuation of Cluster Facilitation Project (CFP) by the Government.
  20. The decision of the District Magistrate, Nadia shall be final on any matter relating to recruitment process for the aforesaid posts and the District Magistrate, Nadia reserves the right to cancel the recruitment process without assigning any reason whatsoever at any point of time.
- For more details (if anything) any one may contact to the office of the undersigned within working hours.

  
Additional District Magistrate (Gen.)  
&  
Additional District Programme Coordinator  
MGNREGA/WBREGS, Nadia

Memo No. 1020(38)/MGNREGA

Dated: 06.08.2021

Copy forwarded for kind information to:

1. The Commissioner, MGNREGA, Panchayat & Rural Development, Govt. of West Bengal
2. The Sabhadipati, Nadia Zilla Parishad, Nadia
3. The Joint Secretary, MGNREGA, P & RD, Govt. of West Bengal
- 4-7. The Sub Divisional Officer, Tehatta / Kalyani / Ranaghat /Sadar Sub Division, Nadia with the request to publish the Notice at your office Notice Board.
8. The Registrar, Calcutta University, Senate House-87,1, College St. Calcutta University, College Square, Kolkata, West Bengal 700073 with a request to display the notice at the Notice Board for wide publication.
9. The Registrar, Jadavpur University, 188, Raja S.C. Mallik Road, jadavpur, Kolkata-700032 with a request to display the notice at the Notice Board for wide publication.
10. The Registrar, Kalyani University, Nadia Kalyani, 741235 West Bengal with a request to display the notice at the Notice Board for wide publication.
11. The Registrar, Burdwan University, Rajbati, Bardhaman - 713104, West Bengal with a request to display the notice at the Notice Board for wide publication.
12. The Registrar, Bidhan Chandra Krishi Viswavidyalaya, Dist.- Nadia, West Bengal, Pin-741252 with a request to display the notice at the Notice Board for wide publication..
13. The Principal, BPCIT, Krishnagar, Nadia with a request to display the notice at the Notice Board for wide publication.
14. The Principal, Krishnagar Govt. College, Nadia with a request to display the notice at the Notice Board for wide publication.
15. The Principal, Krishnagar Women's College, Krishnagar, Nadia with a request to display the notice at the Notice Board for wide publication.
16. The Secretary, Nadia Zilla Parishad, Nadia with a request to upload the notice at the Website of Nadia Zilla parishad, i.e. <https://www.nadiazillaparishad.in> for wide publication.
17. The DIO, NIC, Nadia with a request to upload the Notice at the Website of Nadia District, i.e. <http://nadia.gov.in> for wide publication.
18. The District Nodal Officer, Mahatma Gandhi NREGA, Nadia with a request to publish the notice at your office Notice Board.
19. The DICO, Nadia with a request to publish the notice at one Bengali Newspaper and one English Newspaper.
- 20-37. The Programme Officer, MGNREGA & Block Development Officer, \_\_\_\_\_Dev. Block, Nadia (All) with the request to display the notice at your office Notice Board
38. CA to the District Magistrate & District Programme Coordinator, MGNREGA, Nadia with a request to place before the authority for kind perusal.

  
Additional District Magistrate (Gen.)

&  
Additional District Programme Coordinator  
MGNREGA/WBREGS, Nadia

# **Application Form for the Post of District Coordinator NRM/District GIS Expert**

(Application Form to be filled in CAPITAL LETTER)

Application Sl No.  
(For office use only)

Affix recent  
passport size  
Color photograph  
duly attested by  
Gazetted Officer

To,  
The District Magistrate, Nadia  
&  
District Programme Coordinator  
MGNREGA/ WBREGS, Nadia

1. Applied for the post of : .....
2. Name : .....  
(as per Madhyamik/Equivalent Admit Card)
3. Name of Father/Husband : .....  
(as per Madhyamik/Equivalent Admit Card)
4. Present Residential Address : .....  
Village/Street : .....  
Post Office : .....  
Corporation/Municipality/Block : .....  
Police Station : .....  
District : ..... Pin Code : .....  
Contact No.: .....  
Whatsapp No. : .....  
State : .....  
e-mail : .....
5. Permanent Address : .....  
Village/Street : .....  
Post Office : .....  
Corporation/Municipality/Block : .....  
Police Station : .....  
District : ..... Pin Code : .....  
Contact No.: .....  
State : .....
6. Date of Birth (DD/MM/YYYY) : .....
7. Age as on 01.07.2021: .....
8. Gender : .....
9. Citizenship : .....
10. Voter ID Card (EPIC) No. : .....
11. Aadhar No. : .....

## 12. Educational Qualification details :

Qualification	Examination passed	Year of Passing	Regular/Distance/ Vocational	Name of Board/ Council/ University	Full Marks	Marks Obtained	Div./ Class	% of Marks Obtained
Details of Last Examination passed								
Details of Examination passed relating to Essential Qualification (as per the eligibility criteria of the post applied for)								
Details of Technical Academic Qualification (as per the eligibility criteria of the post applied for)								
Details of Computer Academic Qualification (if any)								

## 13. Experience :

Sl No	Name of the Office/ Organization/ Institution/ Local Body	Name of the Post	Period		Duration (in month)	Last Salary drawn (Rs.)
			Form (DD/MM/YYYY)	To (DD/MM/YYYY)		

## 14. Details of present service (for in-service applicant only):

Name of the Office/ Organization/ Institution/ Local Body	Address	Name of the Post	Date of Joining	Whether NOC obtained from Employer (Yes/ No)

## 15. Declaration:

I do hereby declare that all the statements made in this application and all of the self-attested documents submitted herewith are true and correct. In the event any of the information being found to be false or incorrect or any ineligibility being detected before or after the selection/recommendation is made, my candidature / selection is liable to be cancelled and any recommendation made in my favour is liable to be revoked / rescinded and / or cancelled and appropriate legal action be initiated against me.

Date :

Place :

\_\_\_\_\_  
Signature of the Candidate in full

### Important Note:

- 1) Self-attested copies of Age proof, Residential Address proof, Voter ID Card, Aadhar Card, Essential Educational qualification proof & Work Experience Certificates and SC/ST/OBC/PH certificates (if applicable) are to be enclosed with this Application Form.
- 2) Applicant shall bring all the requisite original documents as per the eligibility criteria of the notice on the date of Interview for verification.
- 3) In case of in-service applicant, No Objection Certificate from the present employer is to be submitted.
- 4) This Application Form along with the copies of other requisite documents to be submitted either through the email id i.e. [cfpnadia2021@gmail.com](mailto:cfpnadia2021@gmail.com) or at the Drop Box specifically to be kept at the District MGNREGA Cell, Press Building (2nd Floor), Nadia Zilla Parishad, Nadia.