

## **Bardhaman Co-Operative Milk Producers' Union Ltd.**

**2 No Sankharipukur, Sailesh Banerjee Road, P.O- Sripally,**

**Burdwan . Pin – 713103. Mail Id: bardhamanmilk@yahoo.com**

A walk in interview will be held on 29<sup>th</sup> ( Twenty Ninth) March, 2022 to engage a bonafide Indian Citizen for the posts as mentioned below for Bardhaman Co-Operative Milk Producers' Union Ltd, Purba Bardhaman. The posts are purely Contractual in nature for a consolidated remuneration. Application has to be done in prescribed format. All original testimonials to be carried at the time of interview.

### DETAILS OF THE POSTS & ELIGIBILITY CRITERIA

Sl.no-	Name of Post	Minimum qualification	Age limit	Experience	Job requirement	Remuneration
1	<b>Accountant ( post-1)</b>	B.Com. With sound knowledge of Accountancy, computer ( excel, MS word, Tally and e-payment, e-governance, Legal matters)	Maximum 40 years	At least 5 years working experience in a reputed org. dealing with bulk customers e-payment e-returns etc.	All receipts & payments related matters, Capable of preparing Final Accounts / B.S. for Audit Purpose , all e-payments, keeping of books & accounts etc.	Consolidated Rs. 16000/- (Rs. Sixteen thousand only ) Per month Final contractual recruitment after one month's satisfactory probation period. with 3% increment per annum.
2	<b>Dairy - Technologist ( post-1)</b>	B.Tech. in Dairy technology / Equivalent from any Recognised University	Maximum 40 years	Knowledge of milk & milk product testing & manufacturing, adequate computer-knowledge with Internet operation	Milk & Milk product testing & manufacturing, detection of adulteration following FSSAI guidelines All report & returns Society organisation & supervision, imparting training to DCS personnel.	Consolidated Rs. 18000/- (Rs. Eighteen thousand only) Per month. Final contractual recruitment after one months' satisfactory probation period. with 3% increment per annum.
3	<b>Operator ( post-1)</b>	I.T.I pass out of Mechanical Engg./ Refrigeration Engg./ Mechanical instrument Engg./Dairy Trade with 02 years course	Maximum 40 years	Knowledge of milk testing, basic - knowledge of refrigeration and mechanical know-how of machines	Operation, maintenance of bulk cooler and as required for milk plant.	Consolidated Rs. 8000/- (Rs. Eight thousand only ) Per month. Final contractual recruitment after one months' satisfactory probation period. with 3% increment per annum.

### General Information:

Certificate & Testimonials	Original documents are to be produced at the time of verification and self attested photo copies of all certificates and Testimonials including experience certificate for the post of “Accountant” are to be submitted at the time of the interview.
Date and time of interview	11.45 am, 29 <sup>th</sup> ( Twenty Ninth) March, 2022.
Selection Procedure	Academic qualification, experience and Interview as per criteria fixed by the selection committee. For “Accountant” practical examination will be taken and only qualified in practical examination will appear in interview.
Venue of interview	“Minority hall” of Minority Bhavan, Court Compound, Burdwan
Mode of submission of Application Form	Email ( send filled up the application form with supportive self authenticated testimonials) to <a href="mailto:bardhamanmilk@yahoo.com">bardhamanmilk@yahoo.com</a> on or before 25 <sup>th</sup> ( Twenty fifth March,2022.& and hard copy of application with original testimonial to be presented at least 1.30 hours before the time of the interview.

### General conditions :

1. Engagements will be purely on temporary basis.
2. The contract may be renewed after every one year on satisfactory service.
3. Temporary outstation duties may be given.
4. The Authority reserves the right to accept or reject any application without showing any reason
5. Decision of the Authority is final with regard to engagement of aforesaid posts and the Authority reserves the full right to cancel selection process either in full or in part at any point of time without showing any reasons.
6. The contractual assignment may be terminated at any point of time during the tenure of contractual period by giving two months clear notice from either side or by paying two month’s salary in lieu of notice. However in the event of any adverse police report , contractual engagement of such candidate shall be liable to be terminated
7. Since the work of Accountant is purely monetary, he is required to execute an “INDEMNITY BOND” with at least one surety in requisite stamp paper to indemnify the Milk Union in the event any loss of money or damage to property that may be caused on account of any default or negligence on part of the person assigned to and against the Milk Union.
8. No T.A. /D.A. admissible to the candidates for appearing in the interview.
9. Candidates must have to read, write and speak Bengali.
10. Candidates are requested to report at least 1.30 hr. ( at 10.15am on the interview date) before the scheduled interview time for verification of original certificates.
11. Candidate must submit “No Objection Certificate” from previous employer, if any.
12. A panel of 3 (three) candidates will be prepared which will be valid for one year .
13. For more details candidates are requested to follow website [www.purbabardhaman.gov.in](http://www.purbabardhaman.gov.in)

## APPLICATION FORM

Application for the post of 1. Accountant 2. Dairy Technologist /Equivalent 3. Operator (on Temporary and Contractual basis) vide Ref. No..... Dated.....

To  
The Managing Director,  
Bardhaman Cooperative Milk Producers' Union Ltd.  
2 No. Sankharipukur, Sailesh Banerjee Road,  
Burdwan-713103, Purba Bardhaman.

Sir,  
With ref. No to the above, I am offering myself as a Candidate for the post of..... on Temporary and Purely Contractual basis.

My resume given below:

1. Name of the Post for: ( Temporary and Purely Contractual basis):
2. Candidate's Name (in block letters): .....
3. Mother's Name (in block letters):.....
4. Father's Name (in block letters):.....
5. Spouse Name (in block letters):.....
6. Nationality (in block letters):.....
7. AADHAR/ EPIC NO.: .....
8. Permanent Address (In block letter):  
NAME ::..... C/O,D/O,S/O,H/O . : ... ..  
Village/Locality.....  
  
House No..... Road..... Gram Panchayet .....
- Block,.....Town/City.....  
  
PS....., PO....., District.....  
  
State.....,Pin.....
9. Address for Communication (In block letters): NAME ::.....  
C/O,D/O,S/O,H/O . ..... Village/Locality.....  
  
House No..... Road..... Gram Panchayet .....
- Block,.....Town/City.....  
  
PS....., PO....., District.....  
  
State..... , Pin.....
10. Contact Number: i)..... .ii) .....
11. Email: .....
12. Date of Birth: .....
13. Caste: .....
14. Gender:.....

15. Educational Qualifications (in block letters)

SL.NO	Examination Passed	Board/ University	Durati on	Year of Passing	Full Marks	% of Marks obtained	Subjects/Stream

16. Experience (if any) (Enclose proof such as Last pay Certificate, Employer's Certificate etc.):

Sl. No	Name of the Organisation where last employed	Post held	Last salary drawn	Tenure of Service From--To

17. Have you any adverse police report: .....(Y/N)

Date:.....

Signature of Candidate

Place: .....