

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration No.:S/IL/14448 of 2002-2003

Swasthya Bhawan, Wing-'B', 3rd Floor GN-29, Sector-V, Bidhannagar Kolkata – 700091

Recruitment notice no. SHFWS/2022/ 248

Date: 29.03.2022

West Bengal State Health & Family Welfare Samiti intends to engage on contract basis through **Interview** for the position of **Legal Assistant** under **National Health Mission** and to be posted at the State Head Quarter.

Eligible candidates should apply online in the prescribed format as given in Department's Website from **11 am of 30th March 2022** to **Midnight of 13th April 2022** for the mentioned position.

Only online applications will be accepted, application forms not properly filled in or incomplete application forms are liable to be cancelled. **Application fees of ₹100/- have to be deposited through on-line mode.** The amount is non-refundable (Details of on-line mode, payment details and important dates are given in General Information point no. 8 & 9).

All the essential criteria must be completed on or before the first date of online application.

The details of the position are as follows:

DETAILS	PARTICULARS
NAME OF THE POSITION	Legal Assistant
ESSENTIAL QUALIFICATION & EXPERIENCE	Academics: i) Candidates must be a Graduate in Law from a recognised University. ii) Must be enrolled in the Bar council of West Bengal. iii) Basic knowledge in computer application/operation. Experience: Candidates must have a minimum of two years practicing experience in the Calcutta High Court.
NUMBER OF VACANCY	01 (Unreserved) * If any consequential vacancy of the said post is created till the panel remains valid, such consequential vacancy may be filled up from the approved panel.
AGE AS ON 01/01/2022	Not more than 35 Years
REMUNERATION	₹ 32,000/- per month * (Increment as per NHM guidelines)

Mode of Selection: Valid candidates will be called for interview which will be notified accordingly. Selection for the position of Legal Assistants under NHM shall be made on the basis of academic records, proficiency in legal matters and performance at the interview.

General Information for the Applicants/Candidates

1. Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. Essential Qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. **All the essential qualifications must be completed on or before the first date of online application.**
4. Experience will be calculated after obtaining the essential qualification for the above mentioned position, till the first date of online application.

5. Hard copy/print copy of the online registration form may be downloaded from the link "<http://hr.wbhealth.gov.in:8888/Index.aspx>" -> "Application Print" and should be retained by all the applicants for document verification purpose.

Without registration form, candidates will not be entertained for original testimonials verification by the authority.

No need to send Hard copy/print copy of the online registration form by post.

6. On-line registration number should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration number in future.
7. Marking after rounding off up to 2 decimal points will be considered
8. i) Start date of Application : From 11 a.m. of 30th March, 2022.
ii) Last date of Registration : Midnight of 08th April, 2022.
iii) Last date of Submission of application Fees : Midnight of 10th April, 2022.
iv) Last date of full Submission of form : Midnight of 13th April, 2022.
9. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration.
Please do not deposit fee more than one time.
10. The decision of the competent authorities regarding the recruitment is final.
11. The competent authorities may cancel the recruitment process at any stage of the selection process.

Applicants are requested to visit www.wbhealth.gov.in at the link "On-line Recruitment" for on-line applications and link "Recruitment" for information/instruction issued from time to time.

Dr. Saumitra Mohan, IAS
Executive Director
WBSH &FW Samiti