

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR,
DOOARS KANYA (2nd Floor), ALIPURDUAR
(EXAMINATION SECTION)
E-mail: dmapd.exam@gmail.com

Memo No. 133/T.R/APD

Date: 11.04.2022

RECRUITMENT NOTICE

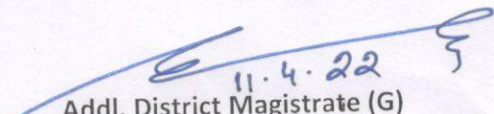
Application are invited for engagement on contractual basis of 01 (one) Data Entry Operator for Alipurduar Treasury. The remuneration (Consolidated) will be applicable as per the Order of Finance Department , Audit Branch, Govt. of West Bengal vide No. 2500-F(Y) , dated. 20th March, 2015

SL No	Vacant Post	Essential Criteria	Remuneration
1.	01 (one) for Alipurduar Treasury	Graduate from any recognised university and have at least 'O' level certificate in Computer Application	Rs.11000/-

General Instruction.

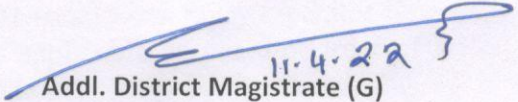
1. The engagement is purely on Contractual Basis.
2. All the above mentioned qualification should be completed before the date of advertisement for the post.

The Applicant must submit attested/self attested copies of all relevant supportive documents in the specified format and reach the District Magistrate & Chairman District Selection Committee, Dooars Kanya, 2nd Floor, and Room No. 212, Alipurduar, pin: 736122 **by 7th May, 2022 at 3.00 P.M** by registered post /Speed post/ Courier, the department will not be responsible for any postal delay.


11.4.22
Addl. District Magistrate (G)
Alipurduar

Copy for information with request to display in the office notice board.

1. The District Magistrate, Alipurduar
2. The SDO, Alipurduar.

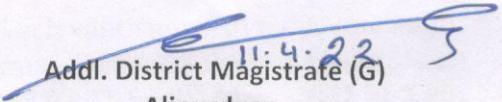

11-4-22
Addl. District Magistrate (G)
Alipurduar

Memo No. 1330/7/T.R/APD

Date: 11.04.2022

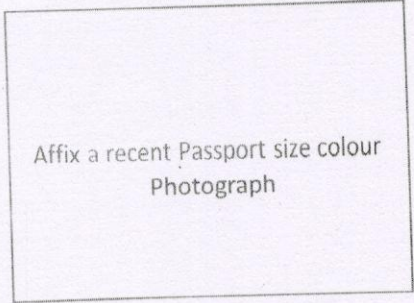
Copy for information to:-

- 1-5. Block Development officer (All)
6. The Treasury officer, Alipurduar.
7. The D.I.O , NIC, Alipurduar with request to upload in the Recruitment Notice in the District Website.


11-4-22
Addl. District Magistrate (G)
Alipurduar

APPLICATION FORMAT
(USE BLACK/BLUE BALL PEN FOR FILLING UP THE APPLICATION)

To
The District Magistrate & Chairman,
District Selection Committee
Alipurduar, Dooars Kanya,
2nd Floor Room No. 212,
Alipurduar, Pin: 736121



Application for the post of _____

1. Name in Full (in Block Letters) : _____

2. Name of the Father / Husband : _____

3. Date of Birth

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4. Age as on 01.01.2021

5. Sex (Please tick the suitable) Male Female

6. Nationality

7. Permanent Address : _____

P.5 _____ P.O. _____

District: _____ State: _____

Pin: _____

8. Present Postal Address : _____

P.5 _____ P.O. _____

District: _____ State: _____

Pin: _____

9. Contact No _____

10. Email ID

11. Caste :

(Please enclose self attested
Photocopy of caste certificate)

12. Educational Qualification : (Self attested photocopies must be enclosed)

Sl. No.	Examination Passed	Year of Passing	Board / University	Total Marks	Marks Obtained

N.B: a. In case self attested mark sheets are not attached with the application, the marks will not be considered
b. Total marks & marks obtained should be excluding additional subjects and should be in absolute numbers and not in percentage

13. Computer Qualification :
(Please enclose self attested
Photocopy of computer certificate)

14. Details of Work Experience :
(Please enclose self attested photocopy
of experience certificate clearly mentioning
the period of work with monthly salary in the
the official letter head with signature, seal
and date)

DECLARATION

"I hereby declared that all statements made in this application are correct to the best of my knowledge and belief and in the event of my information being found false my candidature is liable to be cancelled."

Place:

Date:

(Full Signature of the Applicant)