

# West Bengal Municipal Service Commission

149, Acharya Jagadish Chandra Bose Road, Kolkata - 700014

## Advertisement No. – 11 of 2022.

### Recruitment Examination, 2022 for Sub-Registrar under Kolkata Municipal Corporation

On-line applications are invited through our website [www.mscwb.org](http://www.mscwb.org) from the Citizens of India for recruitment to the post of **Sub-Registrar** under the Health Department of THE KOLKATA MUNICIPAL CORPORATION on and from **05.08.2022** in reference of approval by Department of Urban Development & Municipal Affairs, the Govt. of West Bengal vide no. 222-UDMA-25011(11)/8/ 2021-LSG SEC dated 14.06.2022.

Sl. No.	Name of the Post	No. of Vacancy	Category wise Vacancy Position	Scale of Pay	Essential Qualifications & Age
1.	Sub-Registrar	05	UR - 02, UR(PWD) – 01, SC-01, ST-01  [01 (one) vacancy of UR(PWD) has been kept reserved for Hearing Impaired personnel]	Pay Level – 14 of the Pay Matrix of ROPA 2019 plus DA & other allowance admissible as per rule	<p>1. A Degree / Diploma in Homeopathic Medicine like BHMS/ DHMS/ DMS from a recognized University/ Institution.</p> <p>2. Age not more than 45 years on the 1<sup>st</sup> January of the year of Advertisement.</p> <p>(i) Provided upper age limit shall be relaxable for the candidates of SC/ST/OBC community as per Government Rules in force. *</p> <p>(ii) Provided further that the upper age limit shall also be relaxable by 05 (five) years in favour of the candidates who are working in Government / Semi-Government / Local / Statutory Bodies / Urban Local Bodies in a similar nature of post on either permanent or contractual basis in Burning Ghats/ Burial Grounds/ Mortuary etc. for at least 05 (five) years.</p> <p><b>*Subject to Age relaxation as mention below.</b></p> <p><b>N.B.:</b> Age as recorded only in the Madhyamik or equivalent certificate will be accepted.</p>
<p><b>N.B. – Both men &amp; women are eligible to apply for the post.</b></p>					

### Uploading of documents and Certificate:

Document regarding Essential Qualifications, Age, Caste, PWD certificate must be scanned and uploaded along with online application. **Bonafide Certificates issued by competent authorities must be obtained within the closing date of Advertisement.**



### **Submission Of Bond:**

Candidates called for personality Test will have to submit a Bond on Rs. 50/- Non- Judicial Stamp Paper to the effect that in case of the appointment they will arrange for temporary lodging / shelter for doing emergency duties as and when may be required by the Kolkata Municipal Corporation Authorities.

### **Age Relaxation:**

The upper age-limit shall be relaxable for Schedule Castes, Scheduled Tribes candidates of West Bengal by 5 years and relaxable for Other Backward Classes (OBC-A & OBC-B) candidates of West Bengal by 3 years. In the case of Persons with Disabilities of 40% and above as per Govt. rules, the upper age-limit shall be up to 45 years. **Scheduled Castes, Scheduled Tribes & Other Backward Classes candidates of other States shall be treated as General Candidates.**

**Application Fee/ Processing charges:** (Non-Refundable, Payable to WBMSC by online mode only)

- 1) Application fee for U.R. & O.B.C candidates are Rs. 150=00 (**Rupees One hundred and fifty**) plus Processing Charges Rs. 50=00 (**Rupees Fifty**) i.e., Rs. 200=00 (Rupees Two hundred) only.
- 2) For SC, S.T. & P.W.D candidates only Processing Charges Rs. 50=00 (**Rupees Fifty**) to be paid.
- 3) **NO EXEMPTION OF FEE IS AVAILABLE TO SC/ST/OBC CANDIDATES OF OTHER STATES.**
- 4) The application fees plus processing charges as mentioned in Para's (1) and (2) above shall be collected by On-line payment method only through **Indiaideas.com Limited (Bill Desk)** as mentioned at our website [www.mscwb.org](http://www.mscwb.org).

### **Method of Recruitment & Syllabus:**

The method of recruitment and Syllabus will be notified later on in our website [www.mscwb.org](http://www.mscwb.org).

### **Miscellaneous:**

A candidate now in service under Central or the State Government / Semi Government / Local / Statutory Body / Urban Local Bodies shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer reaches the Office of the West Bengal Municipal Service Commission within 7 (Seven) days preceding the date of Personality Test. Otherwise, he / she will not be considered to eligible for the Personality Test. **If at any stage a candidate is found ineligible for admission in terms of condition of eligibility for this Examination, his / her candidature will be rejected without further reference to him / her.**

### **Last Date:**

Last date for Registration for on-line application and **the process of submission of Application must be completed by 04.09.2022.**

### **Caution:**

***Submission of more than one application for one particular post is strictly prohibited.*** The candidature of a candidate who submits more than one application for admission to the selection procedure, will be cancelled even if he/she is admitted to the same.

## **Canvassing:**


Any attempt on the part of a candidate to enlist support for his / her application through persons, officials of Government, or agencies will disqualify him / her for appointment. Spontaneous recommendations from persons interested in the candidates, or otherwise known to them, will be disregarded and will render candidates' ineligible.

## **NOTE:**

The West Bengal Municipal Service Commission reserves the right to rectify errors and omissions, if any, in the process of holding the Examination and final declaration of result.

For update / corrigendum/ Notice candidates are advised to follow our official website [www.mscwb.org](http://www.mscwb.org) on regular basis.

**Dated, the Kolkata  
29<sup>th</sup> July, 2022**



**Secretary**

**West Bengal Municipal Service Commission**

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149, A.J.C. Bose Road, Kolkata-700014**