



Government of West Bengal
Office of the Sub-Divisional Officer,
Bankura (Sadar)

Phone : 03242-250260 Mail ID : sdosadarbankura@gmail.com

Memo No. 1160 /SC (ASHA)

Date : 21.11.22

**NOTIFICATION FOR SELECTION OF BLOCK PROGRAMME COORDINATOR (ASHA)
UNDER BANKURA SADAR SUB-DIVISION, BANKURA**

In terms of Memo No.HFW/NRHM/272/2010/875 dated- 26.02.2014 of State Mission Director, NHM and subsequently memo no. HFW/NRHM/272/2010Pt.I/2087(51) dated 23/06/2022 of Mission Director, NHM & Secretary, Health & Family Welfare Department, West Bengal, the applications are hereby invited for filling up the existing vacancies of Block Programme Coordinator (ASHA) on purely contractual basis under ASHA Programme for BankuraSadar Sub Division. The Monthly Salary of Block Programme Coordinator (ASHA) will be Rs. 15000.00 (Rupees fifteen thousand) per month only as per G.O. No. HFW-27011/137/2020/1352 dated 29/12/2020.TheBlock Programme Coordinator (ASHA) will be contractually engaged for a period of one year renewable based on budgetary sanction and performance.

Sub-Division	Total vacancy	Break up of vacancy				
		UR	SC	ST	OBC-A	OBC-B
BANKURA SADAR	8	2	4	1	1	0

1. Selection criteria:

- 1.1) Master's degree in Social Science / Sociology / Social Anthropology / Social Work (MSW) / Business Administration (MBA) / Economics / Rural Development / Mass Communication.
OR
Graduate degree in any discipline with minimum 2 years' experience in health projects.
- 1.2) Preference will be given to candidates having working experience in ASHA Programme.
- 1.3) Knowledge in MS Office & Internet.
- 1.4) Ability to communicate effectively.
- 1.5) Ability to work hard.
- 1.6) Willing to travel extensively.
- 1.7) Should be a resident of the same sub-division where he / she is applying.
- 1.8) Age should not exceed 40 years as on **01.01.2022**. Upper age relaxation will be 5 years for each of SC & ST, 3 years for OBC-A and OBC-B.
- 1.9) Caste certificate issued before the first date of application, by the competent authorities of West Bengal only will be accepted. In case of OBC candidates, category 'A' or 'B' must be mentioned specifically in the caste certificate; otherwise, the caste certificate will not be accepted.

2. Selection Process:

- The selection will be based on merit (academic result of H.S., Graduation and Master Degree) and experience in health projects, along with a Written Test and Computer Skill Test. The weightage will be given as per guideline vide G.O no. – HFW/NRHM/272/2010/875 dated- 26.02.2014 of State Mission Director, NRHM and subsequently memo no.HFW/NRHM/272/2010Pt.I/2087(51) dated 23/06/2022 of Mission Director, NHM & Secretary, Health & Family Welfare Department, West Bengal.



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- Existing employees working in the same position may apply on own choice. In that case, five (5) years relaxation of age from the date mentioned in the recruitment notification will be given to such employees as per G.O. No. HFW-27011/137/2020/1352 dated 29/12/2020.
- Existing employees, who will apply on own choice in any position with the revised entry point remuneration, will not be entitled to any benefits of the present position such as continuity of length of service, rationalization benefits and any other benefit, if applicable, against that post. Such employees will start as a fresher in the new position as per G.O. No. HFW-27011/137/2020/1352 dated 29/12/2020.

3. Mode of Application:

- Candidates should submit applications in the format annexed as “Annexure-A” to this notification. Application form will be download from www.bankura.gov.in.
- The application should be on good quality paper (A4 or Legal Size) using one side only.
- Candidates should ensure that the application is made on a single sheet conforming to the above specification.
- Candidates should fill up the application form in his/her own handwriting in English with blue ball point pen only.

4. Applicant must enclose the following documents with the application form:-

- Self-attested photocopy of certificate as proof of the Date of Birth. (Only Admit Card/ Board's Certificate of 10th class will be accepted.)
- Self-attested photocopy of proof of residence (EPIC card/Ration Card etc).
- Self-attested photocopy of Mark Sheet of Secondary or its equivalent examination.
- Self-attested photocopy of Mark Sheet of Higher Secondary or its equivalent examination.
- Self-attested photocopy of Mark Sheet of Graduation.
- Self-attested photocopy of Mark Sheet of Master's degree (if applicable).
- Self-attested photocopy of Computer Certificate.
- Self-attested photocopy of Proof of Experience (if any).

(Continuous engagement in health related project with an assigned designation, during the entire tenure furnished as experience, will only be considered as “experience in health project”. No certificates specifying that the candidate has worked as volunteer e.g. in Pulse Polio, social work, leprosy etc will be considered as experience in health related project. Appointment / joining letter will not be treated as Experience Certificate)

- Self-attested photocopy of Caste Certificate from Competent Authority (for reserved category).
- Two Self-addressed envelope pasted with postal stamp @ Rs. 25 on each envelope.
- A recent passport size colour photograph must be paste on the application form.
- Name of the Post applied for should be superscripted in the capital letters on the top of the envelope "Application for the post of Block Programme Coordinator (ASHA)".

5. Last date and address for submission of application:-

- Applicants may drop their application personally in the specific drop box placed at office of the SDO Bankura Sadar, Bankura, from **23/11/2022 to 12/12/2022 (11:00 a.m. to 5:00 p.m.)** except holidays. The last date of submission of application is **12/12/2022** up to 5.00 p.m. Applications received after that time will be rejected (i.e., after 5.00 pm of **12/12/2022**).



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- No application is allowed through e-mail or any other means or through courier service.

The filled in application along with the required documents should be addressed to:

To
The Sub-Divisional Officer, Bankura Sadar,
P.O.+P.S.- Bankura,
Dist.-Bankura,
Pin- 722101.

6. Invalid Applications:-

Applications suffering from the following deficiencies will be rejected. The list is only illustrative and not exhaustive.

- Application received after the closing date & time.
- Application not in prescribed format or which is incomplete in any manner or in non-standard size of paper.
- Candidate is not in possession of the required educational qualification on the date of application or is over aged as on 01.01.2022.
- More than one application submitted by the same candidate.
- Application without the recent colour photograph affixing on it.
- Application without full signature.
- Copies of required enclosures as mentioned above (under point no. 4) are not enclosed.
- Any other discrepancies noticed in the application at the time of scrutiny will be liable for rejection of his/her candidature.
- Incomplete Application in any point of view will be summarily rejected.

7. General Condition:-

- After verification, scrutiny of applications, the list of valid candidates, fulfilling the eligibility criteria will be published in www.bankura.gov.in. Only eligible candidates will be called for computer and written test.
- Valid list of candidates and Notice for date, time, venue for written test and computer skill test will be published in www.bankura.gov.in. Candidates are requested to visit the website time to time regularly.
- Selected candidate/s may be placed anywhere in Bankura Sadar Sub-Division under Bankura District.
- Panel of candidate will be valid for one year from the date of approval and if any vacancy generated in case of not joining/resignation will be filled in from the available panel within the stipulated period.
- The 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 within the first date of application.
- All original certificates will be verified at the time of computer test/written test.
- No TA/DA will be allowed to attend the written test and computer skill test.
- Mere Selection and empanelment does not confer any right of appointment to the candidates.
- Admission of a candidate at all stages of recruitment will be purely provisional, subject to satisfying prescribed conditions.



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- Sub-Divisional Level Selection Committee of Block Programme Coordinator (ASHA) reserves the right to alter the mode of examinations or conduct re-interview or cancel part or whole of any process of recruitment at any state, if needed.

Sub-Divisional Officer
BankuraSadar, Bankura

&

Member Secretary,
Sub-Divisional Level Selection Committee of
Block Programme Coordinator (ASHA)

Memo No.:- 1160 (10) / sc / ASHA

Date:- 21.11.22

Copy forwarded for information to:-

1. The District Magistrate, Bankura, Chairperson of BPC(ASHA) Selection Committee for her kind perusal.
2. The Additional District Magistrate (ZP) & Additional Executive Officer, BankuraZillaParisad, Bankura for his kind perusal.
3. The Officer –in-Charge, Health, Bankura.
4. The Chief Medical Officer of Health, Bankura.
5. DIO, NIC, Bankura: You are requested to upload this notification in website www.bankura.gov.in.
6. All B.D.O(s) under BankuraSadar Sub-Division, Bankura, requested for wide publication and taking necessary action.
7. The D.I.C.O. Bankura is requested to publish this information through local newspapers for wide publication.
8. DPO (ICDS), Bankura for necessary information.
9. DPHNO, Bankura for necessary information.
10. All BMOH. under BankuraSadar Sub Division, Bankura requested to hang this selection notice in his/her notice Board.

Sub-Divisional Officer
BankuraSadar, Bankura

&

Member Secretary,
Sub-Divisional Level Selection Committee of
Block Programme Coordinator (ASHA)

APPLICATION FORM FOR THE POST OF BLOCK PROGRAMME COORDINATOR (ASHA)

(Ref: Memo No. 1160/SC(ASHA) date 21.11.22)

(Fill-up the application in CAPITAL LETTERS with Blue Ball point pen only)

Paste Self
Attested one
passport size
recent colour
Photograph.

1. Name of the Sub-Division applied for:.....
2. Name of the Candidate(in capital Letter & use space between two words):

3. Father's/Husband's Name:

4. Sex (Male/Female).

5. Date of Birth (DD/MM/YYYY):/...../.....

6. Address for Communication(in Capital Letter):-

Vill:.....Post:.....G.P:.....Block:.....

P.S.Sub-Division:.....PIN No:.....

7. Permanent Address(in Capital Letter):-

Vill:.....Post:.....G.P:.....Block:.....

P.S.Sub-Division:.....PIN No:.....

8. Category.....[UR/SC/ST/OBC-A/OBC-B]

9. Contact No.:.....E-mail ID:.....

10. Educational Qualification:-

Sl. No	Examination Passed	Board/Council /University	Year of Passing	Subject	Full Marks	Marks Obtained	%of Marks	Division/ Class
1	Secondary			N.A				
2	Higher Secondary			N.A				
3	Graduate			N.A				
4	Post-Graduate			N.A				

11. Knowledge of Computer:

Sl. No.	Name of Degree/ Course	Year of Passing	Name of the Institution	Affiliation under	Result/Marks/ Div./Class/Grade
1					
2					

12. Experience in health project [Formore space may use separatesheet (Aux-B) as same format, if required]

Sl. No.	Name of the Post	Name of the Project / Scheme etc.	Name of the Institution / Department	Government/ Non Government	Duration of Experience		
					FROM	TO	Total
1							
2							
3							

I do hereby declare that, all the documents and information given in this application are true to the best of my knowledge and belief. I understand that if any of the information is found false, my application will stand cancelled and action will be taken against me as per law.

Date:
Place:

Full Signature of Candidate