



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE,
KALIMPONG
SOCIAL WELFARE SECTION
PO & PS - KALIMPONG, PIN – 734301
E-mail: dswokalimpong@gmail.com
TEL: 03552-255062

Memo no: 26/DPWO/KPG/2023

Date: 07/02/2023

NOTICE

In pursuance of **Memo NO.415(8)-SW/O/3W-67/17 Date: 24.01.2023 of the Principal Secretary to the Govt. Of West Bengal, Women & Child Development and Social Welfare Department** filled in application in prescribed format is hereby invited from the eligible **candidates** for filling up of the following contractual post of **Protection Officer** under PWDV Act 2005. The detail of the vacancy is as follows:

Sl No	Name of the Post	No of vacancy	Honorarium	Age	Required Qualification	Experience	Computer Skills
1	Protection Officer	1	Rs 12000/- p.m + Travelling Allowance Rs 2000/- p.m. aggregating to Rs 14000/-	Not more than 36 years as on 1.1.23 (ST & SC candidate shall be entitled to concession of 5 years and OBC candidates of 3 years)	Master Degree in Social Work/ History/ Geography/ English / Political Science/ Economics/ Sociology/ International Relationship/ Public Administration/ L.L.B from UGC recognized university.	At least 3 years of experience of working in the field of Social work, preferably in Women development	Good working knowledge of MS office applications and email operation

General Terms & Conditions:

1. The prescribed application form may be downloaded from the website <https://kalimpong.gov.in>
2. The Selection Committee, Kalimpong reserves the right to reject any application not properly filled up or received after the stipulated date.

3. The filled in applications will be received from 9.02.2023 to 23.02.2023 only through email in protectionofficerdvkpg@gmail.com (online mode). Any application received other than online mode will be rejected. Applications received through online mode after 23.02.2023 will also be rejected and delay due to technical or any other issue, if any, will not be considered.
4. Each Candidate will be evaluated as per the following scoring system:
 - i) Evaluation of educational qualification – 30 marks
 - ii) Computer test (practical) – 15 marks
 - iii) Viva voce – 5 marks
5. After evaluation on the basis of educational qualification, the Selection Committee will call top 20 candidates for Computer Test and Viva voce. Admit Card for the same will be emailed to the concerned candidates.
6. A panel of 3 top ranking candidates will be prepared, which will be valid for 1 (one) year from the date of publishing of the same. Top ranking candidate in the panel will be offered to join the post.
7. Tenure of engagement: Engagement for one (1) years on contractual basis but can be terminated before in case of non –satisfactory performance. On satisfactory performance, the tenure may be extended from the end of Department.
8. Police Verification and Medical Examination of the contractual person will have to be done after joining.

Requisite documents

Application must be supported by the following documents which must be self attested/certified:

- I. Age proof (PAN Card/Voter Card/School Admit Card/Birth Certificate/Aadhar card)
- II. Mark sheets
- III. Education Qualification certificates
- IV. Scanned signature
- V. Experience Certificate
- VI. Computer Certificate
- VII. Valid Mobile No


District Magistrate, Kalimpong
&
Chairperson, Selection Committee

Application for the posts of Protection Officer under PWDV Act 2005

To,
The Chairperson, Selection Committee
&
District Magistrate, Kalimpong

Paste one self
attested recent
Passport size
Photograph

Name of the Applicant (in block letters): _____

(Note: Name as recorded in the Matriculation/Secondary Certificate)

1. Father's / Husband's Name: _____

2. Date of Birth (dd/mm/yy): _____

(Date of birth as accorded in the birth certificate issued by competent authority / Madhyamik /Secondary Examination / School Leaving Certificate)

3. Age: _____ (As on 1.1.2023)

4. Contact no. (Mandatory) _____ / Email ID _____

7. Permanent Address: Village/Street: _____ P.O. _____

Block/ Municipality _____ P.S. _____

District _____ PIN Code _____

State _____

8. Present Address for Communication: Village/Street: _____ P.O. _____

Block/ Municipality _____ P.S. _____

District _____ PIN Code _____

State _____

9. Caste/Category:

10. Educational Qualification: (Mention from Matriculation & upwards and attach self- attested copy)

Sl. No	Exam Passed	Board/ University	Year of passing	Total Marks	Marks obtained	% of marks

11. Qualification in Computer: _____ (attach self-attested copy)

12. Work experience _____ (attach self-attested copy)

DECLARATION

"I hereby declare 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: _____

Signature of the applicant