



Government of West Bengal
Office of the District Magistrate & Collector
Paschim Medinipur District, Midnapore-721101
District Child Protection Unit (SW Section)
E-mail:dcpspmd@gmail.com

MEMO No.: 144 /DCPU/SW

DATE: 30 / 03 / 2023

NOTICE INVITING APPLICATIONS

Applications are invited in prescribed format attached herewith (Annexure-X) from the eligible candidates for engagement to the post under the Government run CCI, Paschim Medinipur on contractual basis. The applicant should be resident of West Bengal. The Home is situated at Vill.-Gope, PO.- Vidyasagar University, PS.- Kotwall, Dist.- Paschim Medinipur which is 2.5 KM away from Medinipur Railway Station, Bus Terminus and Medinipur Collectorate.

| Sl. No. | Name of the Post | Sex | Post | Age as on the date of notification (age relaxation as per existing norm will apply) | Educational qualification (Minimum) | Experience (Minimum) | Other preferred qualification | Consolidated remuneration pay per month as per revised Mission Vatsalya guidelines |
|---------|--------------------------------|-----|------|---|--|--|-------------------------------|--|
| 1. | Office-in-Charge (Residential) | F | 01 | 27-40 yrs. | Post Graduate degree in Social Work/Sociology/ Psychology/ Psychiatry/Law/ Public Health/ Community Resource Management from a recognised University | At least 3 years experience with the Govt./NGO in Documentation, implementation, monitoring and supervision preferably in the field of Women & Child Development /Social Welfare | Proficiency in Computer | Rs. 33,100/- |

Recruitment Process:

- The eligible intending Candidates have to submit their filled Application Form with self-attested copies of testimonials super scribing the envelope as "Application for the post of Officer-in-Charge for Govt. run CCI under Mission Vatsalya, Paschim Medinipur" and shall have to be dropped at the drop box at DCPU (District Child Protection Unit) under Social Welfare Section, Office of the District Magistrate, Paschim Medinipur, Pin.- 721101, W.B.

Syllabus (Total Marks 100):

Written test - (English, GK & Current Affairs, Arithmetic and Child Development & Welfare) of 60 marks (multiple choice), Computer Test - 20 marks and Viva-voce - 20 marks.

Last date of receipt of application along with other required documents: 24.04.2023.

- The submitted application forms will be scrutinized. The eligible candidates will be received their admit card thereon where date & venue of test will be mentioned. For more detailed information please contact District Child Protection Unit (Social Welfare Section), Office of the District Magistrate, PO.- Midnapore, Dist.- Paschim Medinipur, Pin.- 721101.


Additional District Magistrate (Development)
Paschim Medinipur

MEMO No.: 144/i(33)/DCPU/SW

DATE: 30 / 03 / 2023

Copy forwarded for information and publication on Notice Board to the: -

- 1) The Director of Child Rights & Trafficking, Govt. of West Bengal, 3rd Floor, Shaishali Building, DF Block, Sector-I, Salt Lake City, Kolkata - 700 064.
- 2) The Joint Secretary to the Govt. of West Bengal, Department of Women & Child Development & Social Welfare, Bikash Bhavan, 10th Floor, Salt Lake, Kolkata-700 091.
- 3-5) The Sub-Divisional Officer, Medinipur Sadar/Kharagpur/Ghatal, Paschim Medinipur.
- 6) The Officer-In-Charge of Social Welfare Section, Paschim Medinipur.
- 7) The Secretary, District Legal Service Authority, Judges Court, Paschim Medinipur.
- 8) The District Social Welfare Officer, Paschim Medinipur.
- 9-29) The Block Development Officer(all), Paschim Medinipur.
- 30) The DIO (NIC), PaschimMedinipur is requested for publishing in the District Website.
- 31) The DICO, PaschimMedinipur is requested for publishing in 2 daily newspapers.
- 32) The Superintendent of Vidyasagar Balika Bhavan, Gope, Paschim Medinipur.
- 33) CA to the District Magistrate, Paschim Medinipur with a request to bring it to the notice of District Magistrate, Paschim Medinipur.


Additional District Magistrate (Development)
~~Additional District Magistrate (Dev)~~
Paschim Medinipur

Application Form

ANNEXURE-A

To
The District Magistrate
Paschim Medinipur

Paste recent
colour passport
size photo of the
candidate with
her full signature
thereon

Application for the post of: Officer-in-Charge

- Name of the Applicant (In Block letters):** _____
[Name as recorded in the Matriculation/Secondary Examination Certificate]
- Father's/Husband's Name** : _____
- Sex** : _____
- Date of Birth: (dd/mm/yyyy)** : ___/___/_____
[Date of Birth as recorded in the Madhyamik/Secondary Examination]
- Age** : _____ [Age as on date of Notification]
- Caste** : General/SC/ST/OBC-A (Tick the right one & annex self attested copy of caste certificate issued by the competent authority).
- Religion** : _____ **Nationality:** _____
- Mobile No.:** _____ [Mandatory] **Email ID:** _____
- Permanent Address** : Vill./Street: _____ P.O: _____
Block/Muni.: _____ P.S: _____
District: _____ Pin: _____
- Present Address** : Vill./Street: _____ P.O: _____
Block/Muni.: _____ P.S: _____
District: _____ Pin: _____

[Attach self-attested copy of Aadhaar & EPIC]

11. **Educational Qualification:** [Mention from Matriculation and upwards & attach self attested copy]

| Sl. no. | Name of Examination /Degree Course | Year of passing | University/Board/ Institute | Full marks | Marks obtained | % of Marks obtained |
|---------|------------------------------------|-----------------|-----------------------------|------------|----------------|---------------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |

12. **Details of other experiences:** [Attach self attested copy of experience certificate]

| Sl. no. | Name of Organization | Govt./NGOs | Period | | Total Experience |
|---------|----------------------|------------|------------|-----------|------------------|
| | | | From(date) | To (date) | |
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |

Declarations:

I do hereby declare that all the statements made by me in the application are true and complete to the best of my knowledge and belief. I also understand that in case any of my statement is found false or incorrect during any stage, it shall disqualify me for the post applied for and/or I shall be liable for any other action that may be taken under the extant rules.

Yours faithfully,

Signature of the Applicant

Date : _____
Place : _____