



# OFFICE OF THE ALIPURDUAR ZILLA PARISHAD

## Swachh Bharat Mission (G)

Alipurduar, West Bengal. e-mail: mnbapd20@gmail.com



EMPLOYMENT NOTIFICATION NO. 2930/H&S/APDZP

DATE: 22.12.2023

Application are invited (available at the website: <http://www.alipurduar.gov.in>) from eligible candidates for filling up the following post on purely temporary and contract basis.

Sl. No.	Name of the Post	No. Of post on contract basis	Place of posting	Eligibility Criteria		Monthly Remuneration
				Essential	Age	
1	Data Entry Operator	01	District Sanitation Cell, SBM (G), Alipurduar Zilla Parishad	a) Must be a citizen of India as defined. b) Graduate in any discipline. c) Must have a sound knowledge of computer & Certificate/Diploma in computer application is needed	Age as on 01-01-2023 21 yrs. - 40 yrs.	11990/- (Consolidated)

Selection of candidates will be made after scrutiny through written examination and interview of the applicant. The filled-in application in proper format should be submitted by post in the address "The District Magistrate & Executive Officer, Alipurduar Zilla Parishad, Maya Talkies Road, Pin- 736121" along with photo copies of all relevant documents in support of age, educational qualification, experience etc on or before 11.01.2024 or dropped in the sealed drop box kept for the purpose of receiving such applications at –

1) Office of the Alipurduar Zilla Parishad, Maya Talkies Road, Near Alipurduar Chowpathi, Pin- 736121.

2) Office of the District Magistrate, Intrigated Administrative Building, Dooars Kanyya, Panchayat & Rural Development Section, , 2<sup>nd</sup> Floor, Room No.: 215, P.O.- Alipurduar Court, Dist.: Alipurduar, Pin- 736122.


from 22.12.2023 to 11.01.2024 upto 5.30 p.m. (on working days).

Any such application received after the last date (as mentioned above) will not be accepted under any circumstances. The authority will not be responsible for any postal delay.

As the posts are purely temporary and contract basis, the provision for reservation as laid down in West Bengal Schedule Caste and Schedule Tribes (Reservation of vacancies in service & posts) Acts, 1976 & subsequent amendments do not apply for filling up of the above mentioned post.

The selection of the candidates will be made on the basis of written examination of all eligible candidates followed by viva-voce and computer test of short listed & successful candidates of written examination. The written examination will cover all such subjects to tests the candidate's ability in English Communication - 10 marks, General Knowledge- 10 marks, Computer Knowledge- 30 marks. The date, time and venue of the written examination will be published through notice in the Website. The candidates whose application will be accepted will have to generate their Admit Card from the website by putting his/her auto generated Registration Number along with his/her date of birth in the respective place.

The incumbent on selection will require undergoing an agreement on Non-judicial stamp paper of requisite denomination for the contract tenure. The tenure is renewable on expiry, subject to the satisfactory performance of incumbent and willingness of both the parties; however both the parties shall have the right to terminate the agreement premature, giving one month prior notice to the other party.

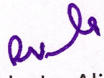
  
District Magistrate, Alipurduar  
&  
Executive Officer  
Alipurduar Zilla Parishad





**Copy forwarded for information and necessary action to:**

1. The Sabhadhipati, Alipurduar Zilla Parishad.
2. The Mission Director, SBM (G) & Additional Secretary to Govt. of West Bengal, P&RD Dept., Kolkatta.
3. The State Coordinator, P&RD Dept., P&RD Dept., Kolkatta.
4. The ADM & AEO, Alipurduar Zilla Parishad.
5. The Karmadhaksha, Janasatha O Paribesh Sthayee Samiti, Alipurduar Zilla Parishad.
6. The Secretary, Alipurduar Zilla Parishad.
7. The DPRDO, Alipurduar.
8. The Deputy Secretary, Alipurduar Zilla Parishad
9. The Spl. LAO, Alipurduar.
10. The DICO, Alipurduar.
11. The District Informatics Officer, Alipurduar.
12. The Office Supernatant, Alipurduar Zilla Parishad.
13. CA to DM & EO, Alipurduar Zilla Parishad.
14. Office Copy

  
District Magistrate, Alipurduar  
&  
Executive Officer  
Alipurduar Zilla Parishad