



Government of West Bengal
Office of the District Magistrate, Paschim Medinipur
Social Welfare Section

NOTICE

Offline Applications are invited from the eligible **female** candidates for the following post under the One Stop Centre, Paschim Medinipur **on purely contractual basis**. All the terms and conditions are as per below mentioned:

Post	CASE WORKER
Department/Office	One Stop Centre/Office of the District Magistrate, Paschim Medinipur
Organization	Women & Child Development and Social Welfare Department Government of West Bengal
Number of Post(s)	01 (Unreserved)
Gender:	Female (strictly)
Remuneration:	Rs. 15,000/- each per month (consolidated)
Essential Qualification:	I. Graduate or equivalent degree in any stream from a recognized university II. Knowledge of Computer and proficiency in MS-Office package. III. Proficiency in reading, writing and speaking Bengali language and reading and writing English language. IV. Minimum 03 (years) of working experience in women issues.
Desirable Qualification:	Must be permanent resident of Paschim Medinipur District
Duty(s):	I. Have to work in shifts to provide 24hours service at OSC. II. Provide assistance & support to the Centre Administrator in facilitating services to women accessing OSC. III. Intervene in cases of Violence Against Women and will take them to their logical conclusion. IV. Responsibility for other work as assigned by the Centre Administrator and appointing authority.
Age:	Maximum 35 years as on 01.01.2024
Tenure:	01 (One) year.
APPLICATION PROCESS:	
Mode of application	Offline only (Application to be submitted in the drop box kept at Social welfare Section, Collectorate Compound, Paschim Medinipur except holiday)
Start Date	07.02.2024
End Date	29.02.2024
Examination Date	Will publish later
Website	www.paschimmedinipur.gov.in, Application Format is attached herewith. Applicants can download the Form from this website.

[Handwritten Signature]
Additional District Magistrate (Dev.)
Paschim Medinipur
Additional District Magistrate (Development)
Paschim Medinipur

Application –Format

(Case Worker, One Stop Centre, Paschim Medinipur)

1. PERSONAL INFORMATION

Name: (in Capital)															
Guardian's name:															
AT:						P.O.:									
P.S.					District:										
PIN					Contact No:										
Email ID:							DOB								
Caste (Pls. tick)	UR	SC	ST	OBC-A	OBC-B	PH	Y	N	Sex:	FEMALE ONLY					

PASTE
PASSPORT SIZE
PHOTO HERE

2. EDUCATIONAL INFORMATION

EXAM PASSED	SUBJECT	BOARD/UNIVERSITY	YEAR	% of Marks obtained

3. WORKING EXPERIENCE

Post held	Name of organization	Type Govt./NGO	From Date	To Date	Duration

4. Declaration:

I hereby declare that all the information(s) furnished above are true, if any of them is found wrong, I shall be liable for that.

Date:

Place:

Candidate's Signature