



OFFICE OF THE ISLAMPUR MUNICIPALITY

P.O. – ISLAMPUR: DIST. – UTTAR DINAJPUR
Email : islampurmunicipality@gmail.com

S.T.D. : 03526
Ph. : 255153, 258071 (O)
256954 (R) 9434145062 (M)

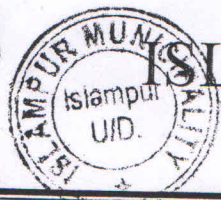
Memo No. EMP/IM/2017/01

Date :- 26.04.2017

Notice of Vacancy

In supersession of the previous notification of this office vide Memo No. 104/IM/2014, Dt. – 28.01.2014, now Islampur Municipality is inviting Application in the “Prescribed Format” from the eligible Indian Citizens domiciled in West Bengal for the following posts under Islampur Municipality.

Sl No.	Name of post	No. of post	Category of Vacancy	Qualification	Age as on 1.1.2016	Scale of Pay
1.	Sub-Assistant Engineer (Civil)	1	SC	Diploma in Civil Engineering from any Institution recognized by the Govt. and for management of Solid Waste Treatment Plant or water Treatment Plant.	Minimum age 24 years, Maximum age as per Govt. Rules.	Pay Band 4 Rs.9000-40500/- Grade Pay Rs.4400/-
2.	Sanitary Inspector	1	Un reserved	Higher Secondary Passed from a Board or Council recognised by the Govt., and also have Diploma in Sanitary Inspectorships from any institution recognised by the Govt.	Minimum age 21 years, Maximum age as per Govt. Rules.	Pay Band 3 Rs.7100-37600/- Grade Pay Rs.3600/-
3.	Clerk	3	1. O.B.C.(B)-1 2. Un reserved (Exempted Category)-1 3. S.C. (Ex service man)-1	Madhyamik or equivalent passed from any board recognised by the Govt. preference shall be given to them who have knowledge of typing and computers.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 2 Rs.5400-25200/- Grade Pay Rs.2600/-
4.	Typist	1	Un reserved	a) Madhyamik or equivalent passed from any board recognised by the Govt. b) English Typing speed of 30 words per mint and Bengali Typing speed of 20 words per mint. c) Knowledge of working with computer.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 2 Rs.5400-25200/- Grade Pay Rs.2600/-
5.	Sanitary-Assistant	1	Un reserved	Madhyamik or equivalent passed from any board recognised by the Govt. successful completion of a pre-service training shall be compulsory.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 2 Rs.5400-25200/- Grade Pay Rs.2600/-
6.	Recorder (Burning Ghut)	1	Un reserved	Class VIII passed from a Govt recognised School with working knowledge in English. Preference	Minimum age 18 years, Maximum age	Pay Band 2 Rs.5400-25200/-



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Sl No.	Name of post	No. of post	Category of Vacancy	Qualification	Age as on 1.1.2016	Scale of Pay
				shall be given to the candidate passed Madhyamik or equivalent from any board recognised by the Govt.	as per Govt. Rules.	Grade Pay Rs.2300/-
7.	Work Sarker (Field Supervisor)	1	Un reserved	The candidate have passed/studied at Class IX in any institution recognised by the Govt. and having experience in road measurement.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 2 Rs.5400-25200/- Grade Pay Rs.1900/-
8.	Peon	1	Un reserved (Ex service man)	Class VIII passed from a Govt recognised School and able to read and write Bengali or Nepali. Preference shall be given on good physique and sportsmanship.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 1 Rs.4900-16200/- Grade Pay Rs.1700/-
9.	Dom (Burning Ghut)	1	Un reserved	Class IV passed from a Govt recognised School. and able to read and write Bengali or Nepali and possessing good health.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 1 Rs.4900-16200/- Grade Pay Rs.1700/-
10.	Mazdoor	8	1. Un reserved (E.C.)-1 2. Un reserved (Ex service man)-1 3. S.C.-1 4. O.B.C. (B) (E.C.)-1 5. Un reserved (E.C.)-1 6. S.C. (Ex service man)-1 7. Un reserved-2	Class VIII passed from a Govt recognised School and able to read and write Bengali or Nepali. Preference shall be given on good physique and Sportsmanship.	Minimum age 18 years, Maximum age as per Govt. Rules.	Pay Band 1 Rs.4900-16200/- Grade Pay Rs.1700/-

Terms and Conditions are noted below-

- Candidates must furnish the self-attested photo copies of all testimonials and certificates issued by the competent authority with application.
- Candidates should apply in the prescribed Application Form to be downloaded from the Website in A4 size paper.
- Candidates should enclose self-attested photocopy of the age proof certificate with the application.



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- Self-attested recent passport size photo to be pasted on Application Form and name of the post for which applied must be mentioned on the cover of the application and the top of the application form as “Application for the post of”
- Application should reach by register post on the address of Chairman, i.e. The Chairman, Islampur Municipality, Islampur, Uttar Dinajpur, Pin-733202, West Bengal.
- Last date and time of submission of application is 31st May 2017 upto 4.00 PM.
- Candidates are requested to view the website www.islampurmunicipality.org and www.wbdma.gov.in and www.changeekolkata.org for further details.
- One person can apply for a single post only.
- Submission of application through online will not be allowed.

This may be treated as most urgent.

Thanking you,

Yours faithfully

Chairman

Islampur Municipality
Islampur, Uttar Dinajpur

APPLICATION FORM

To
The Chairman,
Islampur Municipality
P.O. - Islampur
District- Uttar Dinajpur
West Bengal-733202

Attach passport
size photo
(self-attested)

Application for the post of.....

1) Name (IN CAPITAL LETTER):

[illegible]

2) Father's/Husband's Name (IN CAPITAL LETTER):

[illegible]

3) Gender: (MALE/FEMALE)

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4) Date of Birth:

D	D	M	M	Y	Y	Y	Y

5) Nationality:

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6) CATERGORY : (SC/ST/OBC/GENERAL)

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7) Address with pin code:

6.1 Present Address (IN CAPITAL LETTER)

[illegible]

6.2 Permanent Address (IN CAPITAL LETTER)

8) Contact number:

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9) Academic Qualification:

Sl. No.	School/Board/Univ./ Inst.	Exam Passed	Year of Passing	Total Marks	Marks obtained	Percentage

9) Computer Knowledge:

10) Experience :

Sl. N o	Name of the employer	Name of the Post	Date of joining	Date of Leaving	Whether the job is temporary or permanent	Type of Work Done

11) Additional Qualification (If any):

12) List of documents should be enclosed (Put Tick mark in the Box)

Sl. No	Documents	Yes	No	Sl.No	Documents	Yes	No
1	Proof of age				Copy of Employment Exchange card (if any)		
2	Proof of academic qualification				Copies of recent passport Size photographs		
3	Proof working experience				For in-service candidate NOC from employer		
4	Proof in support of Category (if any)						

Declaration: I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement. These conditions are acceptable to me and I fulfill these conditions. The details mentioned in the Application are true and I shall furnish the necessary certificates whenever required.

If any information/details found to be incorrect/false at any stage of the selection process or if any fact found to have been concealed by me or detected even after the appointment, my services may be terminated.

Date:

Place:

.....
Signature of the Candidate

ADMIT CARD

TO BE FILLED IN BY THE CANDIDATE

Name of the post applied for:-

1) Name:-

2) Father's Name:-

3) Postal Address:

4) Date of Birth:

Attach
Passport size
Photo
(Self-attested)

Signature of the Candidate

TO BE FILLED IN BY THE ISLAMPUR MUNICIPALITY

ROLL NO

Name of the Examination / Interview Centre With complete address :

Date of Examination / Interview and time :

Reporting time at the Centre :

Note: - Bring all original certificates in support of Age, Educational Qualification & NOC from concern Authority if applicable

Date -

**Chairman
Islampur Municipality
Islampur, Uttar Dinajpur**