

DESHABANDHU MAHAVIDYALAYA

P.O- CHITTARANJAN
DIST:- PASCHIM BARDHAMAN,
WEST BENGAL, PIN:- 713331

Employment Notice No. 01/2020

Dated:- 04.02.2020

Applications are invited from the eligible and intending candidates for the following posts. Application should be submitted within the date and time fixed by the college authority along with photocopies of all testimonials and bank draft attached to the application. Applications will be summarily rejected without enclosing bank draft.

Posts:-

- 1) Clerk (LD) - 01 (one) - (SC category)
- 2) Clerk (LD) - 01 (one)- (EC category)
- 3) Library Clerk- 01 (one)- (UR category)

Pay Scale-

- 1) Pay Band Rs.5400-25200/- Plus Grade Pay- Rs 2600/- (Likely to be revised)

Date of submission of application through " SPEED POST" only

13.02.2020 to 24.02.2020 - addressed to the Teacher in-charge, Deshabandhu Mahavidyalaya, P.O- Chittaranjan, Dist:- Paschim Bardhaman, Pin:- 713331.

Qualification:-

- 1) Must have passed Madhyamik Pariksha or its equivalent
- 2) Knowledge of Computer Application is desirable

Age:- (as on 01.01.2020)

- 1) As per norm of the Govt. of West Bengal (Govt order No. 11653-F(P), dated 30.12.2011.

Fees to be paid:- (Bank Draft only in favour of " DESHABANDHU MAHAVIDYALAYA, CHITTARANJAN" PAYABLE AT CHITTARANJAN

- 1) Rs. 300/- for General Category candidates. Candidates who intend to apply for more than one posts have to apply separately along with separate and requisite fees for each post.
- 2) Rs. 150/- for SC Category candidates. Candidates who intend to apply for more than one post have to apply separately along with separate and requisite fee.

Mode of examination:-

- 1) Written Examination for 150 marks, comprising Mathematics- 50 marks , English- 50 Marks and Mental aptitude- 50 marks
- 2) Computer application test for 50 marks
- 3) Interview for 20 marks
- 4) Candidate engaged on contractual or temporary mode in the concerned college for a period more than two years shall get additional five marks for work experience in interview as compared to other candidates provided that the candidate is within the prescribed age limit.

Syllabus:-

For Mathematics- Madhyamik Pariksha standard of West Bengal Board of Secondary Education
For English- Madhyamik Pariksha standard of West Bengal Board of Secondary Education
For Mental Aptitude- Basic
For Computer Application- Basic computer application

INSTRUCTION:-

- 1) No TA and/or DA will be paid to the candidate for appearing at the written test, computer test and interview.
- 2) If the procedure of computer test and interview are not completed within the stipulated date and time, the computer test and interview of the remaining candidates will be held on the next day. College authority have no liability to provide accommodation for the candidates.
- 3) Candidates should bring **original admit card , original photo ID** along with all original testimonials and one photocopy of each of the testimonials.
- 4) Candidates will not be allowed to enter in the examination hall without producing original admit card for appearing at the written test, computer test and interview
- 5) Candidates willing to apply for more than one post will have to submit application and requisite fee separately.

- 6) The Selection Committee reserve its right to reschedule the date and time of the examination , computer test and interview whatsoever.

- 7) Candidates are not allowed to enter the examination hall with cell phone, blue tooth or any electronic gadget whatsoever.

- 8) Candidates are required to report preferably at least half an hour before the commencement of written examination.

- 9) Candidate must stop writing anything on the answer script once the final bell is rung . Violation of the rule will amount to gross misconduct and disqualification of the candidature.

- 10) Candidates, during written test must have one ball point pen Ball point pen (Blue ink / Black ink) in his/her possession.

Employment Notice No. 01/2020 Dated- 04.02.2020

**To
The Teacher in-charge,
Deshabandhu Mahavidyalaya,
P.O- Chittaranjan, Dist:- Paschim Bardhaman,
West Bengal, Pin:- 713331.**

Insert
coloured
passport size
photograph

Sir,

With reference to your advertisement published in the
I intend to apply for the following post -

Dated

Post Applied for	Category

1. Name of the Applicant :
2. Father's Name/ Husband's Name :
3. Address for communication :
(Enclose photocopy of address proof)
4. Date of Birth (Enclose certificate of Madhyamik
Pariksha or its equivalent examination):
5. Age as on 01.01.2020 :
6. Gender :
7. Nationality :
8. Religion :
9. Cell Phone Number :
10. Marital Status :
11. Whether belongs to SC/ST/OBC-A/OBC-B/PWD/ UR(EC) :
12. Educational Qualification
(Enclose all marksheets)

Name of the Examination	School/Board	Year of Passing	Division/ Grade	Full Marks	Marks obtained	% of total marks obtained

13. Knowledge of Basic Computer Application:
(Enclose certificate obtained from a competent institution)
14. Experience , if any (Enclose certificate)
15. Bank Draft details
 - a) Amount Rs.
 - b) Bank Draft Number & Date
 - c) Payable at

I, _____ do hereby declare that all the
information given herein above are true to the best of my knowledge and belief.

Place

Date

Full signature of the applicant.