




GOVERNMENT OF WEST BENGAL
OFFICE OF THE BLOCK DEVELOPMENT OFFICER
BASIRHAT-II, NORTH 24 PARGANAS
Ph. No. 03217-238462, e-mail: bdoBasirhat-II@gmail.com

RECRUITMENT NOTICE

Applications are invited from the eligible Indian citizen in the prescribed format appended hereunder to recruit 1(one) no of Data Entry Operator for Cooked Mid-day Meal Programme (CMDMP) on contractual basis at Basirhat-II Development Block, North 24 Parganas following the guideline of Additional District Magistrate (G), North 24 Parganas vide his memo no S-23011(21)/6/2014-CMDM/108310 DATED 27/10/2014.

1. Name of Post : Data Entry Operator(CMDMP)
2. Number of Post : 1(one)
3. Nature of the Post : The engagement shall be on purely contractual basis.
4. Duration : Such engagement may be terminated at the completion of the job or after completion of engagement or at the end of the project whichever is earlier.
5. Educational Qualification : Graduation in any branch with certificate in computer application.
6. Age : As per government norms subject to minimum of 18 years as on the date of application.
7. Professional Fees : The engaged/appointed DEO will get professional fees at a consolidate rate of Rs.11, 000/- (Eleven Thousand) per month subject to enhancement @Rs.500/-(Five Hundred) per year during first 5(Five) years and thereafter @ Rs. 600/-(Six Hundred) per year in terms of F.D's memo no-5859-F(Y), dt. 22.07.2013.
8. Job Responsibility : Proper upkeeping of data on various components of Midday Meal Programme (CMDMP) and feeding school wise data to MIS web Portal and all other duties as may be assigned by the head of the authority.
9. Last date of submission of Application : 23.12.2014 upto 4:00 pm (Except Saturday, Sunday & Govt.Holiday)
10. Date of Examination/Interview : **A screening test comprising of technical aptitude will be held on 29.12.2014 at 11.00 A.M. in this office along with verification of all original testimonials. The date and time of final selection will be intimated later on to the applicants who have passed the screening test.**
11. How to apply: Before applying candidate should ensure that he/she fulfills all the eligibility norms. Eligible candidates are requested to submit their bio-data in the prescribed format attached to this notice along with the self attested copies of supporting testimonials in support of date of birth, citizenship and address proof, qualification. Two nos of recent passport size color photograph. One of which duly signed across by the candidate to be pasted on the application.

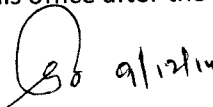
 9/12/14

Block Development Officer,
Basirhat-II, North 24 Pgs.

12. Some other Important Points :

- a) The candidate must have a valid mobile number for communication.
- b) Candidates should ensure that they possess requisite qualification at the time of applying.
- c) Before filling up application the candidates must carefully read the instruction regarding this recruitment. Incomplete application not fulfilling any eligibility criteria will be rejected summarily. No communication will be entertained to the applicants in this regard.
- d) No applications will be received after due date and time.
- e) After submission of the applications to this office no request for correction/change any information in the application should be entertained by the undersigned.

The Complete application in respect of all other eligibility criteria along with the supporting documents should be submitted to the office of the undersigned on or before **23.12.2014 upto 4:00 p.m. (Except Saturday, Sunday & Govt. Holiday)**. No application will be received by this office after the schedule date and time as mentioned in this notice.

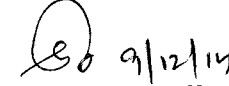

Block Development Officer
Basirhat-II Dev. Block, North 24 Parganas

Memo No: 1861/1(44)

Dated: 09-12-2014

Copy forwarded for information to:

- 1) The District Magistrate, North 24 Parganas, Barasat.
- 2) The Addl. District Magistrate (G), North 24 Parganas, Barasat.
- 3) The District Cell, CMDMP, North 24 Parganas, Barasat
- 4) The Addl. Executive Officer, North 24 Parganas, Barasat,
- 5) The District Informatics Officer(DIO), North 24 Parganas, Barasat,
- 6) The Sub-Divisional Officer, Basirhat Sub-Division, North 24 Parganas
- 7-27) The Block Development Officer, _____ Dev. Block
- 28) The Regional Employment Exchange, Basirhat, North 24 Parganas
- 29) The BL&LRO, Basirhat-II Block, North 24 Parganas
- 30) The CDPO, Basirhat-II Block, North 24 Parganas
- 31) The ADA, Basirhat-II Block, North 24 Parganas
- 32) The BLDO, Basirhat-II Block, North 24 Parganas
- 33) The SI of School, Basirhat-II south Circle, North 24 Parganas
- 34) The SI of School, Basirhat-II west Circle, North 24 Parganas
- 35) The Sabhapati, Basirhat-II Panchayat Samity, North 24 Parganas
- 36-44) The Proadhan..... Gram Panchayat under Basirhat-II Dev. Block.


Block Development Officer
Basirhat-II Dev. Block, North 24 Parganas

Block Development Officer,
Basirhat-II. North 24 Pga.

APPLICATION FORMAT

To
The Block Development Officer
Basirhat-II Development Block
North 24 Parganas.

*Affix a recent
passport size
photograph*

Application for the Post of Data Entry Operator of Mid-day Meal

1. Name :
2. Father's Name :
3. Residential Address :
4. Date of Birth :
5. Nationality :
6. Sex :
7. Educational Qualification

Sl No	Examination Passed	Name of the Board/ University	Marks obtained	% of the Marks

8. Experience (If any) :
9. Contact No :

Declaration: Certified that the particular mentioned in the application form are correct and true to the best of my knowledge and belief. If found false at any stage my application may please be terminated without any notice.

Date:

Place:

Signature of the Candidate