



Government of West Bengal
OFFICE OF THE SUB-DIVISIONAL OFFICER

Barasat (Sadar) Sub-Division
Administrative Building, Barasat, North 24 Parganas
Phone No: 033-25846216 ,Fax : 033-25840249 , e mail : sdobstnprg@gmail.com



No.: 264 CON(S)

Dated : 24/03/22

EMPLOYMENT NOTICE

In view of filling up the post of '6(six) Assistant Accountants at different Block and Municipalities and for Cooked Mid-Day Meal Project (CMDMP), a walk-in-interview will be **conducted on 19/04/2022 (Tuesday) from 12.00 noon** onwards in the office chamber of the undersigned.

The details of the vacant posts are given below:

Sl. No	Name of Posts	No. of posts	Mode of Recruitment	Remuneration	Proposed Place of Posting
1.	Assistant Accountant	06(six)	On contractual basis from retired staff with minimum five years experience in Accounts work in Govt. offices	Rs.11000/- p.m. (consolidated)	1. Barasat-I Block 2. Deganga Block 3. Habra-I Block 4. Rajarhat Block 5. Barasat Municipality 6. Habra Municipality

Retired Govt. employee holding equivalent or higher posts may appear at the said walk-in-interview. The applicant should not be aged above **64 (sixty four) years as on 01/04/2022**. A photocopy of the PPO and proof of date of birth and residence have to be submitted with the application in prescribed format (enclosed) on and from 04/04/2022 to 11/04/2022 between 11.00 am and 05.00pm on all working days in the office of the undersigned. Preference will be given to the applicants having knowledge of computer.

Eligible candidates should reach the office of the undersigned by **10.30am on 19/04/2022** along with original testimonials and two copies of recent passport size photo for verification.

Mere appearance at the interview will not guarantee appointment.

The successful candidates will be engaged /appointed purely on contractual basis for a period of one year and they will get the remuneration noted against the post after deducting P.Tax. Service of Assistant Accountant may at any time be discontinued without assigning any reason thereof at the sole discretion of the concerned authority.

Sub-divisional Officer
Barasat (Sadar) Sub-division
North 24 Parganas

No.: 264 CON(S)/1(48)

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Copy forwarded for information and taking necessary action to

1. The Commissioner, Bidhannagar Municipal Corporation with a request to arrange to display the notice in his Office Notice Board.
2. CEO, Barrackpore Cantonment Board, North 24 Parganas.
- 3-6). Sub-divisional Officer, Bangaon/Bashirhat/Barrackpore/Bidhannagar Sub-division, North 24 Parganas with a request to display the notice in the Office Notice Board.
- 7-28) Block Development Officer, _____ Block, North 24 Parganas, with a request to display the notice in the Office Notice Board.
- 29-43) Executive Officer, _____ Municipality, North 24 Parganas, with a request to display the notice in the Office Notice Board.
- 44) District Informatics Officer, National Informatics Centre, North 24 Parganas with a request to upload the notice in the official website (www.north24parganas.gov.in) of this district.
- 45) The DPO, SSM , North 24 Parganas
- 46) CA to the District Magistrate for kind appraisal of the District Magistrate, North 24 Parganas
- 47) CA to the ADM(G), for kind appraisal of the Additional District Magistrate (G), North 24 Parganas
- 48) CA to the ADM(Dev), for kind appraisal of the Additional District Magistrate (G), North 24 Parganas and publish a copy of the notice in the Zilla Parishad Notice Board..



**Sub-divisional Officer
Barasat (Sadar) Sub-division
North 24 Parganas**

APPLICATION FORMAT

To
The Sub-divisional Officer,
Barasat (sadar) Sub-division
Barasat, North 24 Parganas.

Paste passport sized coloured
self attested Photo

Madam,

In response to the notification No. _____ dated _____ I do hereby apply for the post of ASSISTANT ACCOUNTANT under CMDMP in Barasat (sadar) Sub-division, North 24 Parganas. I furnish below the required information:

1 APPLICATION FOR THE POST OF: ASSISTANT ACCOUNTANT

2 FOR WHICH BLOCK / MUNICIPALITY: _____

3 NAME (IN BLOCK LETTERS): _____

4 Father's Name: _____

5 Residential Address: Vill./Road: _____

P.O.: _____ P.S.: _____ PIN: _____

DIST: _____ Mobile No. _____

6 Date of Birth _____ 7. Sex _____

8 E-mail ID _____

9 Date of Retirement _____ Age as on 01.04.2022 _____

10 Name of the post held before retirement: _____

11 Last Pay drawn (Basic Pay + Grade Pay): _____

12 Name of the Department /Section : _____

13 Academic Qualification:-

Name of the Examination	Board/University	Year of passing	Division / Class	Percentage of Marks	Remarks

14 Computer knowledge: _____

DECLARATION:-

I do hereby declare that the statement made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false, my candidature will be liable to be cancelled.

DATE & PLACE:

Signature of the Applicant