

Phone : 24338-201  
Fax : 24330-980

## OFFICE OF THE COUNCILLORS, BARUIPUR MUNICIPALITY

Baruipur, South 24 Parganas.

Ref: 1164/BM/R. Notice/2018

Date : 22/12/2018

### Notice

Recruitment Notification is hereby given to invite the hand written applications in plain paper from eligible candidates to the different posts in Baruipur Municipality.

For details visit our office website : [www.baruipurmunicipality.org.in](http://www.baruipurmunicipality.org.in)

Last date of receipt of application : 04.01.2019 (Upto 05.00 P.M.)

*MPC*  
22.12.18

Chairman,  
Baruipur Municipality.

Posts to be filled up :-

Name of the Post	No. of Post & Category	Scale of Pay + Grade Pay	Qualification	Age
1. Sub-Assistant Engineer	1 (Unreserved-EC)	Rs. 9000-40500/- +Rs.4400/-	Diploma in Civil Engineering from any Institute recognized by the Government.	Minimum age-24 years and Upper age limit 40 Years. Relaxation of age for SC/ST/OBC candidate will be applicable as per the existing norms of the Government.
2. Clerk	1 (Unreserved) & 1 (SC)	Rs. 5400-25200/- +Rs.2600/-	Passed Madhyamik or equivalent examination from any Board recognized by the Government. Preference shall be given having knowledge in typing & Computer	Minimum age-18 years and Upper age limit 40 Years. Relaxation of age for SC/ST/OBC candidate will be applicable as per the existing norms of the Government.
3. Typist	1(SC) & 1 (Unreserved)	Rs. 5400-25200/- +Rs.2600/-	Passed Madhyamik & English Typing Speed 30 & Bengali Typing Speed 20 & knowledge of working with Computer	Minimum age-18 years and Upper age limit 40 Years. Relaxation of age for SC/ST/OBC candidate will be applicable as per the existing norms of the Government.
4. Driver	1 (SC)	Rs. 5400-25200/- +Rs.2300/-	Certificate should have heavy driving license, with an experience of not less than five years and have passed Class-VIII from any school recognized by the Government.	Minimum age-20 years and Upper age limit 40 Years. Relaxation of age for SC/ST/OBC candidate will be applicable as per the existing norms of the Government.
5.. Majdoor	6 SC-1 Unreserved-2 OBC-A-1 Unreserved (E.C.)-1 Unreserved(Persons with Disabilities)-1	Rs. 4900-16200/- +Rs.1700/-	Passed Class VIII from any Government recognized Institution. Preference shall be given on good physique and sportsmanship.	Minimum age-18 years and Upper age limit 40 Years. Relaxation of age for SC/ST/OBC candidate will be applicable as per the existing norms of the Government.

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-2-

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Sealed envelope addressed to the Chairman, Baruipur Municipality containing the application duly filled-in along with attested copies of all testimonials and two self-attested copies of recent passport size photographs should reach to the Office of the Councillors of Baruipur Municipality, Kulpi Road, Baruipur, Kolkata-700144 on or before 4<sup>th</sup> January, 2019 (Upto 05.00 P.M.) either through postal service or by submission in Drop-box, to be kept in the office, during working hours (Except Sunday & Holidays). The post for which the application is being made should be super-scribed on the envelope in the manner "Application for the post".

Incomplete applications or applications received late due to postal delay or otherwise will not be accepted under any circumstances.

The undersigned reserves the right to cancel any application without citing any reasons whatsoever.

*MP*  
*22-12-19*  
Chairman,  
Baruipur Municipality.

Recent Passport Size  
Photograph duly self  
attested

### APPLICATION FORMAT AS FOLLOWS:

1. Post applied for :
2. Name (CAPITAL LETTER) :
3. Father's Name :
4. Full address :
- a) Present address :
- b) Permanent address :
  
5. Date of Birth :
6. Age (as on 01.11.2018) :
7. Caste :
8. Gender :
9. Nationality :
10. Religion :
11. Educational Qualification :
12. Technical Qualification (for Technical Post) :
13. Extra Qualification :
14. Contact No. :

Date:

Signature of the Candidate