



OFFICE OF RISHRA MUNICIPALITY

49/56/57 RABINDRA SARANI, RISHRA, HOOGHLY, 712248

EMPLOYMENT NOTICE

Memo No:2783/VI

Dated: 29.1.19

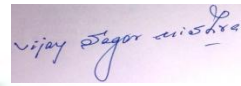
Application for filling up the following vacant posts under this municipality are invited from the qualified candidates in prescribed forms obtainable from the website of Rishra Municipality i.e.

www.rishramunicipality.org.

SL. No	Name of the vacant Post	No. of Vacancy	Reservation	Age Limit as on 01.01.2019	Educational Qualification
1.	SUB ASSISTANT ENGINEER (CIVIL) (PB-4, PAY SCALE- 9000-40500/- , GP-4400/-)	2	UR-1 SC-1	Minimum age for this post is 24 years and maximum age is 40 years. The SC, ST and all other backward class candidates will get the age relaxation as per govt. rule.	The candidate must have a Diploma in Civil Engineering from any Institution recognized by the Govt. Experience in the field of Civil Engineering will be preferred.

- Selection Test will be held for preparation of a panel of selected candidates.
- Schedule of selection test shall be intimated in due time.
- No objection certificate for those applicants, working presently in any organization under government of West Bengal is required.
- Candidate must write the **name of the post with category** on top of the envelope and also in the application for which he/she has applied for otherwise his/her candidature will be treated as cancelled.
- Covered applications, alongwith self addressed envelope with requisite postage stamp for speed post / registered post (affix on the top of envelope) and one recent color passport photo, duly filled in prescribed format, obtainable from the website of Rishra Municipality i.e. www.rishramunicipality.org should be sent with self-attested testimonials/certificates addressed to **The Chairman, Rishra Municipality, 49/56/57 Rabindra Sarani , Rishra, Hooghly ,712248**. Application should reach within 05.00 P.M on 15.02.2019 at the latest failing which no application will be entertained.

- Applications must be submitted at the **Drop Box either by hand or by ordinary post** in hard copy only which will be available at office premises from 10.00 am to 5 pm on every working days upto 15.02.2019. Rishra Municipality will not take any responsibility to consider any application received by post after the due date.
- The applicant must be Indian citizen.
- **Any incomplete application will be treated as cancelled.**
- If at any stage of the recruitment process it is found that any of the candidate did not meet up any of the conditions applicable for the respective post or there is discrepancy in the eligibility criteria of the candidate, his/her candidature will be cancelled.



(Vijay Sagar Mishra)
Chairman,
Rishra Municipality



10. EDUCATIONAL QUALIFICATION :

NAME OF THE EXAMINATION	BOARD/UNIVERSITY	YEAR OF PASSING	PERCENTAGE/ GRADE	DIVISION

11. EXTRA QUALIFICATION / EXPERIENCE RELEVANT TO THIS JOB(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			5.	Copy of Experience certificate (if any)		
2.	Proof of academic qualification			6.	For in service candidate NOC from the employer		
4.	Proof in support of Category (if any)			7.	Photo Copy of Voter Identity Card		

Declaration:

I hereby declare that I have carefully read the condition of eligibility mentioned in the advertisement. These conditions are acceptable to me & I fulfill these conditions. The details mentioned in the application are true & 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 service maybe terminated.

Date:

Full Signature of the Candidate

Place: