



OFFICE OF RISHRA MUNICIPALITY

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

EMPLOYMENT NOTICE

Ref No:2951/VI

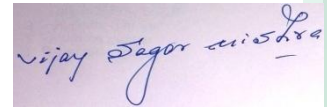
Dated: 20.02.19

Applications for filling up the following sanctioned vacant posts under this Municipality are invited from the qualified candidates in prescribed forms obtainable from the **Office of Rishra Municipality**.

SL. No	Name of the Vacant posts	No. of Vacancy	Reservation Category	Age Limit as on 01.01.2019	Educational Qualification
1.	CLERK (PRS-6, PAY SCALE- RS. 5400-25200/-, GP-2600)	1	UR(EC)-1	Minimum age for this posts is 18 years and maximum 40 years.	The candidate must have passed madhyamik or equivalent examination from any Govt. recognized Board and having certificate in computer.
2.	DRIVER(PRS-5, PAY SCALE- RS. 5400-25200/-, GP-2300)	1	UR(EC)-1	Minimum age for this posts is 18 years and maximum 40 years.	The candidate must have passed class VIII examination from any Govt. recognized Institution and have heavy driving license with experience of not less than 5 years.
3.	PUMP OPERATOR (PRS-5, PAY SCALE- RS. 5400-25200/-, GP-2300)	10	UR-2	Minimum age for this posts is 18 years and maximum 40 years. The SC,ST and all backward class candidates will get the age relaxation as per Govt. rule	The candidate must have passed class VIII examination from any Govt. recognized institution and having electrical certificate in electrical workmanship (440 v) and having experience of 3 years in the electrical workmanship.
			OBC(A)-1		
			UR(EC)-4		
			SC(EC)-1		
			OBC-A(EC)-1		
OBC-B(EC)-1					

*EC indicates Exempted Category

- ❖ 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 Govt. 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 application, alongwith self addressed envelope with **requisite postage stamp for speed post/ registered post(affix on the top of self addressed envelope) and one recent color passport photo**, duly filled in prescribed format, obtainable from the office of Rishra Municipality should be sent with self attested testimonials/ certificates addressed to **The Chairman,Rishra Municipality,49/56/57 Rabindra Sarani, Rishra, Hooghly,712248** otherwise his/her candidature will be treated as cancelled.
- ❖ Applications must be submitted at **Drop Box, kept in the office either by hand or by ordinary post** in hard copy only. Applications should reach within **5 PM on 12.03.2019** at the latest failing which no application will be entertained. Rishra Municipality will not take any responsibility to consider any application received by post or by hand after due date.
- ❖ The prescribed form will be available at office premises from **12 Noon to 4 PM on every working days upto 12.03.2019**.
- ❖ The applicant must be Indian citizen.
- ❖ The caste certificate issued by the Govt. of W.B will be accepted only.
- ❖ Any incomplete application treated as cancelled.
- ❖ If at any stage of the recruitment process it is found that any of 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.
- ❖ Specified prescribed form, collected by the candidate from the office of Rishra Municipality should be filled up and be submitted by the concerned candidate.
- ❖ Candidate should apply for **single post only**. Application for more than one post would be treated as cancelled.



(Vijay Sagar Mishra)
Chairman,
Rishra Municipality