

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, JALPAIGURI
(ESTABLISHMENT SECTION)

No. 194 /Estt.

Date 13 /09/2019

NOTICE

Applications are invited from the eligible retired government employees for the engagement against 40(forty) nos. of Gr.-C posts on purely contractual basis for Jalpaiguri Collectorate (Sadar and Mal Sub-Division) for one year with consolidated remuneration @ Rs. 10,000/- (Rupees ten thousand) only per month (their age should not exceed 64 years as on 01/11/2019).

Applicants are hereby requested to submit the application in a drop box at Office of the District Magistrate, Jalpaiguri (Establishment Section) as per prescribed proforma enclosed herewith. The last date of submission of the application is 01/10/2019 up to 5.00 pm. They may send their application by post, addressed to the District Magistrate, Jalpaiguri, Establishment Section, but it must reach this office by 01/10/2019. This office will not be liable for any postal delay. No application will be entertained after 01/10/2019. For details please visit www.jalpaiguri.gov.in.

Encl: as stated.


District Magistrate
Jalpaiguri

Memo No. 650 (3)/Estt.

Date 13 /09/2019

Copy forwarded for information:

- ✓ 1. The District Informatics Officer, Jalpaiguri with a request to upload the above notice in the Jalpaiguri District Official Website for wide publication within 16/09/2019.
2. The District Information & Culture Officer, Jalpaiguri with a request to take necessary arrangement for publishing the above notice in the Bengali & English Newspaper for wide publication within 16/09/2019.
3. Notice Board of General Section, Jalpaiguri.


for District Magistrate
Jalpaiguri

To
The District Magistrate & Collector,
Jalpaiguri

Sub: Application for the post of Clerk on contractual basis as retired Government Employee.

Sir,

With reference to the above matter, I am offering myself as a candidate and furnishing the Bio-data (Resume) below for your kind information and taking necessary action.

Yours faithfully,

.....
(Signature)

.....
(Name in the Block Letters)

RESUME

1. Name (in Block Letters) :
2. Father's/ Husband's Name :
3. (a) Present Residential Address :
- (b) Owned/ Govt. rented :
4. Educational Qualification :
5. Contact No. :
6. Knowledge in Computer :
7. Date of Birth :
8. Age as on 30th September, 2019 :
9. Date of Entry in Govt. Service :
10. Cadre/ Service belonging to :
11. Date of Superannuation :
12. (a) Post & Department held at the :
- time of retirement.
- (b) Scale of Pay (on retirement) :
- (c) Basic Pay (on retirement) :
- (d) HRA drawn if any (on retirement) :

Affix a recent
Passport Size Self-
attested Colour
Photograph here

13. Working history in brief :

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I, do, hereby declare that the above statements are true. I am physically and mentally fit and I am ready to render services at any office/ section in Jalpaiguri District as will be entrusted by the District Magistrate & Collector, Jalpaiguri.

Date:

Place:

(Signature)

Note: Please enclose self- attested copies of Pay Slip/ PPO, Qualification Certificate, Age proof Certificate and Past Service Records.

Attested Documents Enclosure:

1. EPIC
2. PAN Card
3. Residential Certificate from SDO/ BDO with Photo

OFFICE USE

Checked:

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(Signature)