

Government of West Bengal
Office of the Project Officer-cum-District Welfare Officer
Backward Classes Welfare, Hooghly
New Administrative Building (2nd floor),
P.O.- Chinsurah, Dist.- Hooghly, 712101

Memo No. 1125 -BCW/Hug

Dated: 20/09/17

Recruitment Notice

Online applications are hereby invited from suitable candidates for recruitment in the following post on Contractual Basis initially for one year under Backward Classes Welfare Department, Hooghly. Applications will be received only in online mode from 10.00 a.m of 10.10.2017 to 5.00 p.m. of 24.10.2017 in the site www.hooghly.gov.in.

Sl. No	Name of the Post	No. of Vacancy	Remuneration (Consolidated)	Place of posting	Essential Qualification	Age Limit	Selection Criteria
1	Data Entry Operator (DEO)	UR-2 SC-1 ST-1 UR (EC)-1 Total-5 (Five)	Rs.11,000/- p.m	District head quarter & Sub-divisional Offices in Hooghly District.	Any Graduate with Certificate in computer applications.	40 Yrs as on 01.11.2017	Written Exam-50 Marks Objective Type (on English, Arithmetic, General Knowledge & computer) Trade Test 35 Marks & Interview 15 Marks

- Candidate from SC, ST and OBC (A & B) community will get age relaxation as per existing government rules.
- Online applications will have to be submitted along with scanned signature (20 KB) and Photograph (30 KB).
- Once you have successfully submitted the online application form, you should generate a print out of that application form containing your registration ID, Photographs & Signature, for further reference.
- Eligible candidate will be called for written test of multiple choice type questions (MCQ), Trade Test and Interview before the selection committee, for which admit card is to be downloaded from web-site (i.e. www.hooghly.gov.in) and no admit card in hard copy will be issued from this end. So, candidate has to check the website frequently.
- Except the online method no other means of submission of application will be entertained.

- The originals of each of the following documents must be brought at the time of final verification before issuance of appointment letter.
 1. Photo copy of Identity Card(Passsport/Voter ID Card/Aadhaar Card/Pan Card)
 2. Proof of address (Passsport/Voter ID Card/Aadhaar Card)
 3. Age proof Certificate (Madhyamik or equivalent certificate).
 4. All Mark sheets and pass certificate of all the essential academic and professional qualification.
 5. Caste certificate as mentioned in the time of application.
- Selected candidates will be engaged on contractual basis for 1 (one) year. Contract will be renewed subject to satisfactory performance.
- The parameters stated herein above are subject to change from time to time as per direction of the competent authority.
- Only one application should be submitted by an applicant online. Multiple submission of application may lead to cancellation of application.
- The undersigned reserves the right to cancel the recruitment process without assigning reason what so ever.


Chairman,

District Level Selection Committee

&

Additional District Magistrate (Gen.),Hooghly