



Govt. of West Bengal
OFFICE OF THE DISTRICT MAGISTRATE, JHARGRAM
Self Help Group & Self Employment Section
P.O. - Jhargram: Dist. - Jhargram

Landline- 03221 257915

FAX - 03221 257797

Email -dm-jhargram-wb@gov.in

NOTICE

Application are hereby invited from the eligible candidates for the post of 1 (one) Sub-Divisional supervisor Muktidhara Project on purely contractual basis for Jhargram sub division under Jhargram district. The engagement will be made as per terms & conditions set by WBSCL.

Eligibility Criteria: - Graduate with Diploma / Certificate in computer in application and minimum 2 years' experience in requisites field.

Age: - 18- 37 Years as on 11.06.2019.

Date of application: - From 11.06.2019 to 01.07.2019 (Up to 5.30 P.M). to be dropped in drop box kept at District Self Help Group & Self Employment Section, Jhargram Office of the District Magistrate, Jhargram.

For detailed employment notice [Memo no 135/SHG&SE/JGM Dated 07.06.2019 of DM, Jhargram] application format & other details please visit website www.paschimmedinipur.gov.in

**District Magistrate
Jhargram**



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Memo No 135 / SHG&SE / JGM

Dated 07.06.2019.

EMPLOYMENT NOTICE

Application on plain paper are invited for the following post on contractual basis for Muktidhara Project, initially for a period of one year which may be extended further on satisfactory performance.

Sl no	Name of the Post & No	Age Limit	Essential Qualifications	Consolidated Remuneration	Scope of Work
1	Sub-Divisional Supervisor, 1 Post for Jhargram Sub Division under Jhargram District.	18-37 Years	1. Graduate in any Discipline. 2. Minimum 2 Years experience in Development sector / SHG Movement / Banking Sector in an organization of repute. 3. Diploma / Certificate in Computer Application.	Rs. 16,000.00 per month	1. Field Level implementation of the project. 2. Beneficiary selection for project implementation. 3. Market linkage with small and big market players 4. Liaison with District SHG&SE Officer. Sub-Divisional Officer, Block Development Officer, Block Level Supervisor SHG&SE and other Block level officials and covered Gram Panchayat. 5. Report preparation & submission to District SHG&SE Officer as well as head office of WBSCL. 6. Any other work assigned by the authority.

Note:-

1. The upper age limit is relaxable for the candidates belong to S.C., S.T. & O.B.C. as per norms of the State Government.
2. The Applications with self attested photocopies of all requisite documents (document of experience, educational & Professional qualifications) in filled application format must reach the concerned District Self Group & Self Employment Officer, SHG & SE Section of Jhargram District with in **01.07.2019**, failing which the application will be treated as cancelled.
3. The place of posting shall be in Sub-Divisional Muktidhara Project Offices at Jhargram under Jhargram District.
4. The Competent Authority will, however, have the discretion to transfer the official in any place in West Bengal.
5. Selection of candidates will comprise of Written Test & Computer Test followed by Personality Test.
6. "**Application for the Post of Sub-Divisional Supervisor of Muktidhara Project**" should be mentioned clearly on the top of the envelop, otherwise the application shall be treated as cancelled. Address for submission of application forms

The District Self Help Group & Self Employment Officer, Jhargram

Office of the District Magistrate, Jhargram.

P.O. :- Jhargram

Dist :- Jhargram Pin :- 721507


District Magistrate
Jhargram

Application Format

To
The District SHG & SE Officer, District
SHG & SE Section,
Office of the District Magistrate, District,
PIN

Date:

Sir,

In response to your advertisement in the Dated I do hereby apply for
the post of Sub - Divisional Supervisor in your Sub - Divisional Project Office of Muktidhara , I am
submitting herewith all the necessary documents in support of my candidature for the above mentioned
post.

Yours faithfully,

(Name of the Candidate)

1. Name :
2. Father's Name :
3. Present Address :

4. Permanent Address :

5. Phone Number :
6. Date of birth :
7. Age (as on 11/06/2019) :
8. Whether belongs to SC/ST/ OBC. :

9. Qualification

a) Academic

Examination	Board/University	Year	Total Marks	Marks Obtained	% of Marks	Division / Class

b) Professional

5. Details of Previous Experience :

Sl.	From	To	Duration	Name of the Organization / Employer	Name of the Post

NB. Attach relevant photocopies of Caste, Educational Qualifications, Professional Qualifications, Computer Proficiency, Experience Certificates failing which your application shall be treated as cancelled.

I do hereby declare that all my particulars given above are true.

Signature of the Applicant