

**OFFICE OF THE COUNCILLORS, BUGDE BUDGE MUNICIPALITY**

71, Mahatma Gandhi Road, Bugde Bugde, 24 Parganas (s), Pin- Kolkata- 700137

**Employment Notice**

No- **001**

Date- **28.5.2018**

Applications in the prescribed form are invited from Indian Citizens for recruitment to the following permanent posts of Bugde Budge Municipality as per details mentioned below:-


Sl. no	Name of the post	No of post vacant	Category Of vacancy	Education Qualification	Age limit	Scale of pay
1	Assistant Engineer G.O no- 1715/DLB/P-101/15-96.	01	Unreserved U.R- 01	The candidates have the degree of Bachelor of Engineering (CIVIL) from any University recognized by the Government.	The minimum age limit for such recruitment shall be 21 years and not more than 40 years. As on 01.01.2018	Scale of pay of Rs. 9000-40500/- Grade pay- Rs. 5400/-
2	Sanitary Inspector Group - 'B'	01	Unreserved U.R- 01	The candidate shall be at least Higher Secondary passed from a Board or council recognized by the Government, and also have Diploma or certificate in sanitary inspector ship from any institution recognized by the Government.	The minimum age limit for the such recruitment shall be 21 years and maximum 40 years. As on 01.01.2018	Scale of pay of Rs. 7100-37600/- Grade pay- Rs. 3600/-
3	Clerk Group -'C'  G.O No 155/DLB/P-101/15-2014	01	Unreserved U.R- 01	The candidates have passed Madhyamik or equivalent examination from any Board recognized by the Government. Preference shall be given to them who know typing and knowledge in Computers.	The minimum age limit for such recruitment shall be 18 years and not more than 40 . As on 01.01.2018	Scale of pay of Rs. 5400-25200/- Grade pay - 2600/-
4	Electric Mistry 934/DLB/P-101/15-96(pt)	01	Unreserved -01	The candidate have passed class VIII from any institution recognized by the Government, and have passed " D" certificate in electrical maintenance or certificate in Electrical wiring from any government recognized institution.	The minimum age limit for such recruitment shall be 18 Years and not more than 40. As on 01.01.2018	Scale of pay of Rs. 5400-25200/- Grade pay - 2100/-
5	Helper Group - 'D' G.O No 155/DLB/P-101/15-2014 - 4 Posts G.O No 270/DLB/P-101/15-2014 - 4 Posts G.O no 233/DLB/P-101/15-2014- 2Posts	10	S. C- 1 U. R- 1 U.R (E.C)- 1 S. T - 1 U. R- 1 (Ex- service man) OBC (category - A)- 1 S. C (EC)- 1 U.R - 1 O.B.C (category- B)- 1 UR-(E.C) -1	The candidate shall be able to read and write Bengali, and have passed class VIII from any Government recognized Institution. Preference shall be given on good physique and sportsmanship.	The minimum age limit for such recruitment shall be 18 years and not more than 40 years , relaxation of Age for SC/S.T/OBC are given as per Govt. rules As on 01.01.2018	Scale of pay of Rs. 4900-16200/- Grade pay - 1700/-
6	Mazdoor Group - 'D'  G.O No 155/DLB/P-101/15-2014 - 1 Post  G.O No 270/DLB/P-101/15-2014 - 18 Posts	19	S. C- 1 UR- 1 S. T- 1 UR- 1 (ex. Service man in group D post) OBC - (category - A)-1 UR- 1 OBC- (category- B)-1 S. C - 1 (Ex. Service man in group C post) UR- 1-(person with disabilities) OBC category - A (EC)- 1 UR - 1 S. C - 1 Unreserved ( E C)- 1 Unreserved (Ex. Service man in group D post)-1 S. C -1 OBC category - B (E C)-1 Unreserved ( E C)-1 S. C (Ex. Service man in group D post)-1 Unreserved (Ex. Service man in group C post)-1	The candidate have passed class VIII from any Government recognized Institution. Preference shall be given on good physique and sportsmanship.	The minimum age limit for such recruitment shall be 18 years and not more than 40 years relaxation of Age for SC/S.T/OBC are given as per Govt. rules. As on 01.01.2018	Scale of pay of Rs. 4900-16200/- Grade pay - 1700/-

7	General Duty Attendant Group - 'D' G.O No 270/DLB/P-101/15-2014 - 1 Posts G.O no 233/DLB/P-101/15-2014- 1Posts	2	S. C- 1 U. R- 1	The candidate have passed class VIII from any Government recognized Institution. Preference shall be given on good physique and sportsmanship.	The minimum age limit for such recruitment shall be 18 years and not more than 40 years relaxation of Age for SC/S.T/OBC are given as per Govt. rules. As on 01.01.2018	Scale of pay of Rs. 4900-16200/- Grade pay - 1700/-
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**General Information:-**

- 1) Intending candidates will have to apply in the prescribed format attached to this notice, which can be downloaded from the website of Budge Budge Municipality [www.BudgeBudgeMunicipality.org](http://www.BudgeBudgeMunicipality.org). Candidates claiming reservation must have to enclose copy of relevant certificate issued by Competent Authority. Candidates who are in Govt./Quasi-Govt. services, will have to apply through proper channel.
- 2) The application should be on good quality A-4 'size using one side only. News Paper cutting used as an application will be rejected.
- 3) Candidates desire to apply for the post of Helper / Mazdoor / General Duty Attendant and Electric Mistry simultaneously are advised to apply in one application only.
- 4) Candidates should fill up the application form in his/her own hand writing in English with blue or black ball point pen only. Smudged application may be rejected.
- 5) Candidate applying for the post should apply to the Chairperson, Budge Budge Municipality, 71 M. G. Road, Budge Budge, South 24 parganas, Kolkata - 700137, in an envelope Super Scribing Application for recruitment to the post of ..... Within the stipulated date and time. Applications specially defined for the post must be dropped directly by the candidates or his/her representative in the appropriate Drop Box situated at the ground floor of Budge Budge Municipality. This is to be noted in this connection that applications through ordinary post or by speed post or by registered post will also be accepted up to the closing date i.e 20<sup>th</sup> June 2018 up to 4 P. M.
- 6) Each candidate should furnish one self- addressed envelop along with postal stamp worth Rs. 40/- pasted on it, two (2) copies of recent passport size photograph duly signed in full, of which one should be pasted at the right hand corner of the application and the other should be attached by clip along with the application.
- 7) Attested copies (self attested) of the proof of date of birth, Education Qualification, Caste certificate (if applicable) Ex-service man ship (Wherever applicable) Disability Certificate (Wherever applicable). Computer knowledge from Government recognized institution ( as applicable) should be furnished with the application along with the residential Certificate in original issued by the chairman / Councillors in case of Municipal area and Pradhan of the concerned Gram Panchayat for rural areas.
- 8) Application found incomplete / defective on scrutiny, shall be rejected without further communication to the applicant.
- 9) Eligible candidates will be called for written test consisting of 80 marks and the candidates shortlisted on the basis of marks obtained in the Written Examination will be called separately for an interview of 20 marks, computer test will be held wherever applicable. The matter will be notified in the carrier section of website of [www.BudgeBudgeMunicipality.org](http://www.BudgeBudgeMunicipality.org). Which May be followed by the intending candidates.

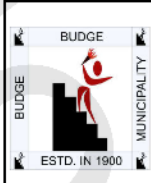
Municipal Office  
Budge Budge

  
 Chairperson  
 Budge Budge Municipality



24.05.18

Annexure - 'A'



OFFICE OF THE COUNCILLORS  
**BUDGE BUDGE MUNICIPALITY**

71, Mahatma Gandhi Road, Budge Budge, 24 Parganas (S), Pin-Kolkata-700137  
Visit Us: [www.budgebudgemunicipality.org](http://www.budgebudgemunicipality.org)  
Email ID: [chairmanbbm@gmail.com](mailto:chairmanbbm@gmail.com)  
Ph- (033) 2470 - 1049

To  
The Chairman  
Budge Budge Municipality.

Name of the post applied for .....

1. Name of the candidate : .....  
( in BLOCK LETTER)

2. Son/ Daughter/ Wife of : .....

3. Address:

a) Present Address: Town/ Village : .....

P. O : ..... P. S : .....

Dist : ..... Pin : .....

b) Permanent Address: Town/ Village : .....

P. O : ..... P. S : .....

Dist : ..... Pin : .....

4. Date of Birth: ..... Age as on 01.01.2018 : .....(Y).....(M).....(D)

5. Category: .....

6. Telephone No / Mobile No. : ..... 7. Email ID: (if any).....

8. Educational Qualification :

Sl.no	Examination Passed	Year of Passing	Board/ University	Total Marks	Division/Class	% of marks obtained
1						
2						
3						
4						

9. Enclosures: (a) Voter's Card ( ) (b) Ration Card ( ) (c) Admit/Certificate of Madhyamik or its equivalent ( )  
(d) Mark sheet of Madhyamik or its equivalent ( ) (e) Mark sheet of Higher Secondary or its equivalent ( )  
(f) Mark Sheet of Graduation ( ) (g) Mark Sheet of Master's Degree ( ) (h) Computer Certificate if any ( )  
(i) Caste Certificate if applicable ( )

Information furnished by me are true to the best of my knowledge and belief, in case any of them is found to be false subsequently, my candidature will be liable to be cancelled.

Date: .....

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**Signature of the Candidate**

Place: .....