

OFFICE OF THE MUNICIPAL COUNCILLORS
OLD MALDA MUNICIPALITY, MALDA
EMPLOYMENT NOTICE NO.01/NUHM/OMM/2020.

Memo No-3206/NUHM/OMM/2020

Dated the 13th January of 2020

Applications in the "Prescribed Format" are invited from the citizen of district Malda for recruitment to the under mentioned posts for National Urban Health Mission, Old Malda Municipality, Malda.

Sl No	Name of posts	Monthly Consolidated Contractual Remuneration	No.of Post	Qualification required for the post	Minimum Age limit [as on 01-01-2020]
1	Clerk [LDC] Contractual	Rs.9000=00	UR=01	The candidates should be Graduate and must have Knowledge of Computer in M.S. Office and internet.	18 years [Upper age limit as per existing Govt. rules.]

GENERAL INFORMATION:

- 1) How to apply: The candidate should apply in the " Prescribed Application Form" only. The prescribed "Application Form" will be available from website of the Old Malda Municipality (www.omm.org.in) & (Malda District Website).
- 2) The last date for submission of filled in Application Form: 15-01-2020 i.e.no Application will be received upto 4.00 pm of 31-01-2020.
- 3) Applications received without proper documents and required postage stamp, as asked for, will be treated as incomplete and summarily rejected.
- 4) Documents to be submitted: (i) Photocopies of all Certificates/Marks Sheet (Academic & Technical and any other), proof of Age and Caste.(Duly signed by the candidate/self Attested) (ii) Two recent Coloured pass port size photograph, one copy should be pasted in the Application Form (Duly signed by the candidate).(iii) One self addressed (24cm X11cm) envelope with postage stamp of Rs.40/-(Rupees Forty Only).
- 5) The envelope, containing the duly filled in application along with the required documents should be super scribed by the words "Application for Recruitment to the post of.....(name of the post applied for)". "Employment Notice No. 01/NUHM/OMM/2020 dated 13th January,2020,
- 6) The application along with the required documents should be sent to the Chairman, Old Malda Municipality, Malda, District Malda, Pin-732128 (W.B) by Speed post or should be dropped in the Box, kept at the Municipality by the stipulated date and time.
- 7) Mode of selection: Candidates will be selected for interview through the Academic score @ 1:5 for viva-voce as well as personality test. However the decision of the Selection Committee will stand final in this respect.

Chairman
Old Malda Municipality
Date-13/01/2020
13-1-2020
Chairman
Old Malda Municipality

Memo No-3206(7)/OMM/2019-20

Copy forwarded for information and necessary action-

1. The District Magistrate , Malda [He is requested to display the Notice on his "Notice Board" for wide publicity].

2. The C.M.O.H.Malda is requested to display the matter on his Notice Board and also to make arrangement to display over his website.
3. The District Information Officer,NIC is requested to take necessary arrangements to broadcast the matter through Malda website.
4. The Executive Engineer.MED.Malda Division,Atul Market [He is requested to display the Notice on his "Notice Board" for wide publicity].
5. The Employment Exchange Officer-District Employment Exchange,Malda.[He is requested to display the Notice on his "Notice Board" for wide publicity].
6. The Executive Officer,Old Malda Municipality,Malda.
7. I.T. Old Malda Municipality - your requested to display Municipal Notice Board & Municipal Web-side.

Chairman
Old Malda Municipality

OFFICE OF THE MUNICIPAL COUNCILLORS
OLD MALDA MUNICIPALITY, MALDA
RECRUITMENT EXAMINATION FOR NUHM, 2020
APPLICATION FORM

[Employment Notice No. 01/NUHM/OMM/2020]
[Closing date for receipt of Application: the 31th January, 2020]

ROLL NO.	CAUTION.		Space for pasting recent passport size	
(Space for office use)	<p>(i) The candidate is advised to fill up all the items correctly in the Application Format and duly furnish all the required particulars/documents.</p> <p>(ii) If any item(s) of the application is considered inapplicable to the candidate, he/she should write NOT APPLICABLE or (NA) against the particular item(s) and in no case no item of the application should remain unfilled.</p> <p>(iii) Correction/overwriting, if any should be accompanied by signature of the candidate.</p> <p>(iv) In case the application is not filled in accordance with the above instructions or any of the required documents is not enclosed; it will be treated as incomplete/defective and summarily rejected.</p>		<div style="border: 2px solid black; width: 150px; height: 100px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; width: 140px; height: 90px; margin: 2px;"></div> </div> <p style="text-align: center; margin-top: 5px;">PHOTOGRAPH</p> <p style="text-align: center; margin-top: 5px;">of the Candidate with his/her full signature thereon.</p>	
1	Name of the post applied for [In block Letters]			
2	Name of the Candidate (In Block Letters)	First Name	Middle Name	Surname
3	Father's / Husband's Name	First Name	Middle Name	Surname
4	Date of birth	Day	Month	Year
4 (A)	Age as on 01.01.2019			
5	The address for communication in detail is to be given in the appropriate box in Block Letters.	(Present & Permanent)		
		<u>Permanent Address:</u>		
		PIN		
		<u>Address for Communication:</u>		
		PIN		
		State		
		Mobile Number		
Mail address (if any) :				

Attention the category to which you belong [put "tick" mark below the appropriate box]		SC	ST	EC	UR	OBC		Ex-Serviceman
						OBC-A	OBC-B	
(a)	Name of the Sub-Caste [in block letters]				7(b) Religion			
Academic Qualifications :								
[Attested photocopies of certificates/Marks-sheet should be attached to the application along with other documents. Self attestation is allowed]								
Examinations passed		Year of passing	Board / Council/Institution/ University			Total marks obtained	% of marks obtained	
9	Are you employed? If yes, please give in details about your employment in the box (below):							
	Name of the employer	Date of joining		Name of post		Whether the job is temporary or permanent		
(i)								
(ii)	Full address of the employer							
10	List of documents are to be enclosed (Put Tick mark in the Box)							
Sl. No.	Documents	Yes	No	Sl. No.	Documents	Yes	No.	
(i)	Proof of age			(V)	Copy of the Employment Exchange Card (if any)			
(ii)	Proof of academic Qualifications			(VI)	Two copies of recent passport size photograph duly signed			
(iii)	Proof of Caste & Sub Caste			(VI)	One self addressed envelopes with postage stamp of Rs 40/ .			
(IV)	Proof in support of category i.e. EC, Ex-SM etc.			(VIII)	Certificate of experience (if any)			

DECLARATION

I solemnly declare that (a) all statement made in this application are true, complete and correct (b) original documents will be produced on demand (c) I agree to take the Examination on condition that the Chairman of the Selection Committee, constituted for Old Malda Municipality may cancel my candidature at any time if I am found ineligible for admission to the Examination.

**I have informed the head of my office or Department in writing that I am applying for this Examination. [Applicable to those who are already employed anywhere. Please strike out if not applicable]

Place:

Date:

.....

Full signature of the Candidate