



Government of West Bengal
Office of the District Magistrate, Purulia
District Project Management Unit, Purulia
(Kanyashree Prakalpa)

ENGAGEMENT NOTICE

Applications are hereby invited from Indian citizens and willing candidates for engagement to the post of Accountant under District Project Management Unit, Purulia for Kanyashree Prakalpa in Purulia District in accordance with Notification No. 3593(20)-SW dated 07.11.2013 of the Women Development and Social Welfare Department, Women Welfare Branch, Government of West Bengal.

Eligibility Criteria for the post of Accountant and other conditions along with procedure of application and other processes for selection for engagement are given as follows. Engagement to the post is for a Contractual Period of 06 (Six) months, (subject to renewal) from the date of Contract.

A. Details of Contractual Posts with Remuneration & Eligibility Criteria

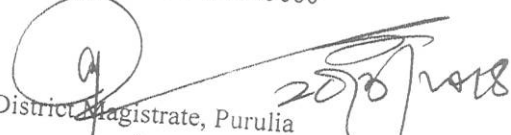
Sl. No.	Name of the Contractual post	Essential Qualification(s) & Experience	Desirable Qualification & Experience	Age as on 1 st January 2018	No. Of Post (s)	Remuneration per month (Rs.)
1	Accountant	<ul style="list-style-type: none">• Commerce Graduate with Accountancy Honours• Minimum 6 months Certificate in Computer Application from a reputed and recognized institute and ability to work in MS Office Packages• Working Knowledge of Spreadsheet, Tally and Presentation Packages	Minimum 3 years of working experience	<ul style="list-style-type: none">• Not less than 18 years and not more than 37 years.	01 (one)	15,000/- (Consolidated)

B. For selection of the post Accountant, candidates will have to appear in a written examination of 60 marks (Subject Paper - 40, Computer related paper -10 marks, General Studies – 10 marks, a hands on computer test or typing test 30 marks and viva-voce for 10 marks).

Others terms & conditions:-

1. Submission of online application: - the willing candidates are instructed to visit the district portal www.purulia.nic.in or <http://purulia.gov.in> where selection notification will be made available from 21.03.2018 for filling online application.

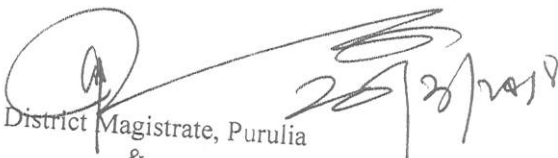
3. Willing candidates shall have to upload the scan copy of residence certificate, valid age proof, educational qualification, experience certificate, computer certificate, photo and signature. After successful submission of online application, a dynamic form showing the details of the candidate along with the photo and signature will be generated. Candidates are instructed to keep a printed copy of the form for record purpose. Also, after successful submission of online applications a unique Registration No. will be generated. Candidates are instructed to remember that Registration No. For future reference.
4. All application should contain the original scan copies of all testimonials to substantiate eligibility in respect of Essential Qualifications & Residence and also to establish Desirable Qualifications.
5. Under no circumstances offline application will be accepted.
6. All applicants whose applications are accepted would have to sit for a Written Examination as detailed in Item B. and only candidates qualifying in the written examination would be called for practical examination and/or viva voce.
7. **ADMIT CARD of written examination can be obtained from www.purulia.gov.in**
No postal communication will be made from this end.
8. All information will be available on this website: www.purulia.nic.in
Applicants are requested to regularly visit the district website for any subsequent information/ updates in this regard.
9. The District Magistrate reserves the right to engage or to cancel any engagement to any aforesaid post
10. Or may be Suspended/ postponed at any point of time.
11. No T.A. / D.A. is admissible for appearing in the interview.
12. Last date for submission of Application is 04.04.2018. Application received beyond the last date will not be considered.
13. In case in any confusion candidates are requested to contact the Helpline No. +91 7479015660


 District Magistrate, Purulia
 &
 Chairperson,
 District level Selection Committee
 DPMU, Kanyashree Prakalpa, Purulia
 Date. 20-03-2018

Memo. No: 55(8)/KP/SW(P)

Copy forwarded for information to:-

1. Joint Secretary, to the Govt of West Bengal. Department of W&CD&SW. Bikash Bhawan, 10th floor, Salt Lake, Kolkata-700091
2. The DIO, NIC, Purulia- with a request for uploading the above notice in the official website i.e. www.purulia.nic.in
3. The District Social Welfare officer, Purulia
4. The District Information & Cultural Officer for publication of the abridged version of the said Notice as enclosed in 2 local newspapers namely "Purulia Update" & "Manbhum Sambad".
5. CA to DM, Purulia for kind information of District Magistrate, Purulia
6. PA to ADM (Gen) for kind information of the Additional District Magistrate (Gen), Purulia
7. PA to ADM (Dev) for kind information of the Additional District Magistrate (Dev), Purulia
8. PA to ADM (ZP) for kind information of the Additional District Magistrate (ZP), Purulia


 District Magistrate, Purulia
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