



OFFICE OF THE COUNCILLORS KATWA MUNICIPALITY

P.O.- Katwa, Dist.- Purba Bardhaman, Pin - 713130

From :

Samir Kumar Saha

Chairman

Katwa Municipality

Memo No 78

FAX NO - 03453 - 258160

Kat : (03453) 255-160 Chamber

Kat : (03453) 255-005 Office

Dated, Katwa, the 09.06.2022

Details Notification for recruitment of 1 (one) Assistant Accountant (Contractual) within Katwa Municipality

A walk-in interview will be held for selection of an Assistant Accountant on contractual basis within Katwa Municipality under Mid Day Meal (CMDMP) Scheme. Indian Citizen having requisite qualification as stated below are invited on 28.06.2022 at 12.00 noon at Katwa Municipality.

NAME OF THE POST:- Assistant Accountant under Mid Day Meal programme.

Consolidated Contractual Remuneration:- Rs. 11000/- per month.

Number of vacant post:- 01 (one)

Educational Qualification:

Compulsory:- Graduate in any discipline from any recognized University or its equivalent.

Desirable:- Retired Government employees having 05 (five) years experience holding analogous post in any Government offices or urban local bodies.

Age:- Not more than 65 years as on the date of advertisement.

Applicants have to bring all testimonials in original and self attested photocopies for proof of Educational Qualification, Technical Qualification, Proof of Age and resident on that day along with filled in application in plain paper as per prescribed format.

A recent coloured passport size photograph is to be affixed over the application duly signed by the applicant across the photograph into earmarked box.

Application form need not be sent to this end either by post or through e-mail and / or any other way in any circumstances. The application will have to be submitted on 28.06.2022 at 11 A.M. i.e. at the reporting time before the municipal counter.

In term of selection, decision of the selection committee is final.

Selected candidate will be appointed on contractual basis for the period of 01 (one) year from the date of joining and the period of engagement may be further extended subject to the satisfactory performance of the candidate if deemed fit by the authority. The decision of Municipal authority in this regard is final.

Applicant should attend Katwa Municipality for Walk-in interview on 28.06.2022 at 12.00 noon sharp.

The willing candidates are requested to report at this office sharp at 11 A.M. on 28.06.2022 for verification of Documents.

All kind of electronic gadgets are strictly not allowed during interview process.


Chairman
Katwa Municipality
Chairman
Katwa Municipality

Memo No. 78/12

Dated. 09.06.2022

Copy forwarded for information and taking necessary action to:

1. Additional District Magistrate (Education), Purba Bardhaman.
2. Officer-in- Charge, Mid Day Meal (CMDMP), Purba Bardhaman.
3. Sub Divisional Officer, Katwa
4. Chairman, Dainhat Municipality.
5. Block Development Officer, Katwa Municipality.
6. DMDC, SDO Office, Katwa
7. Executive Officer, Katwa Municipality.
8. Finance Officer, Katwa Municipality.
9. Head Clerk, Katwa Municipality.
10. Accountant, Katwa Municipality.
11. Notice Board, Katwa Municipality.
12. Data Entry Operator (MDM), Katwa Municipality.


Chairman
Katwa Municipality
Chairman
Katwa Municipality

APPLICATION FORM

To
The Chairman
Katwa Municipality,
P.O. Katwa, District – Purba Bardhaman.

Colored Passport
Photo with
Signature of The
Applicant to be
affixed.

1. Name of the Post Applied for:
2. Applicant Name (In Block Letter):
3. S/D/W of:
4. Communication Address (With Pin Code):-
5. Gender:-
6. Date of Birth:- Age (as on 01.01.2020)
7. Nationality:-
8. Caste – SC/ST/OBC/General:-
9. Contract No & e-mail Id:-

10. Educational Qualification:-

Sl. No.	Name of Exam	Board / University/ Council	Year of Passing	Total Marks	Class/ Division	Percentage of Marks

11. Technical Qualification:-

Sl. No.	Name of Exam	Board / University/ Council	Year of Passing	Total Marks	Class/ Division	Percentage of Marks

12. Working Experiences:-

Sl. No.	Name of Organization	Position Held	Period of Working from..... to.....	Total Period of Working Experiences	Nature of Work

13. Additional Qualification (if any):-**Declaration:-**

I do hereby declare that the statements made in the application are true the best of my knowledge and belief and if any of the information given there in is not in conformity with this Advertisement my candidature shall liable to be can-celled.

Dated:

Signature of the Applicant

List of Documents are enclosed with application