



# Office of the Municipal Councillors of Bankura

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From: *Mahaprasad Sengupta*

CHAIRMAN, BANKURA MUNICIPALITY

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Ref. No. ...3224/BM/NUHM

Dated, Bankura the ...10-02-2016.....

## **Employment Notice**

Bankura Municipality has decided to engaged 6 (Six) nos. support staff for NUHM Project namely 1) Clerk 3(Three) nos. on consolidated contractual remuneration Rs. 9000/- (Rs. Nine thousand) each Clerk per month & 2) Class IV Staff 3(Three) Nos. on consolidated contractual remuneration Rs. 5000/-(Rs. Five thousand) each Class IV Staff per month. Purely on Contractual basic and will automatically be terminated expiry of 11(eleven) months from the date of Joining . The period of contract may be extended on the basis of satisfactory performace.

Educational qualification of Clerical Staff is Graduate and must have knowledge of computer in M/S Office and Internet and the educational qualification of Class IV Staff is Madhyamik or equivalent.

Last Date and time of submission of application on 25-02-2016 upto 3 P.M. The upper age limited of the applicant will be maximum 40(forty) as on 01-01-2016. Selection procedure will be intimated letter on and sealed envelop with mentioning the post applied for to be deposited to the specified Drop Box placed at Bankura Municipality.

For details Visit Web side [www.bankura municipality.org](http://www.bankura municipality.org)

*Mahaprasad Sengupta*  
10/02/16  
Chairman

Bankura Municipality

**Chairman**  
**Bankura Municipality**

# PROFORMA

To  
The Chairman  
Bankura Municipality

APPLICATION FOR THE POST OF .....

Sir,

In reference to your advertisement Notice No. .... I offer myself as a candidate for the same . The Bio data of myself is given below.

1. NAME (in Block Letter) :
2. Father's Name :
3. Address : i) Present :  
ii) Permanent :
4. Educational Qualification :
5. Computer Knowledge :
- 6) Date of Birth :
- 7) Age as on 1.1.2016

**Declaration :** I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement . These conditions are acceptable to me and I fulfill these conditions . The details mentioned in the Application are true and I shall furnish the necessary documents in original whenever required.

If any information/details found to be incorrect/false at any stage of the selection process or if any fact found to have been concealed by me or detected even after the appointment, my engagement likely to be terminated.

Yours faithfully

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(Signature of the Candidate)

## **Documents to be enclosed**

1. Two Copies Passport size Photo
2. Copy of Admit Card of M.P./ School leaving certificate for age proof
3. Copy of proof for educational qualification
4. Copy of Mark Sheet
5. Copy of Computer Certificate
6. Photo copies must be self attested