

BANSBERIA MUNICIPALITY
EMPLOYMENT NOTICE 23.09.15

Applications are invited from Indian Citizens for recruitment to the below mentioned posts under NULM scheme of Bansberia Municipality:-

1. A. Name of the Post :- Manager - Social Development & Infrastructure (No. of vacancy - 01)

Educational Qualification :- Bachelors Degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management with 2-3 years practical experience of working in Social Development work with poverty reduction programmes. Persons proficient with MSOffice; strong analytical skills; experience of working with government institutions will be given preference. Persons should be fluent in English and Bengali.

B. Name of the Post :- Manager - Skills, Micro Enterprises, MIS & ME (No of Vacancy - 01)

Educational Qualification :- Bachelors Degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management with 2-3 years practical experience of working in implementation of skill training and placement programmes and also designing and implementation of MIS & ME. Persons proficient with MSOffice; strong analytical skills; experience of working with government institutions; very good documentation skills and preparation of reports; proficient with Project Management Software; Database Management Systems will be given preference. Persons should be fluent in English and Bengali.

2. Contractual monthly remuneration for each posts will be Rs. 50,000/- (Rupees Fifty Thousand) only with each engagement period of maximum two years after a time along with the provision of subsequent renewal on completion of one year based on satisfactory performance appraisal along with enhancement.
3. The Upper Age Limit of the above posts will be 40 years as on 01.04.2014.
4. Mode of selection will be Written Examination + Interview. Schedule of examination will be intimated in due time.
5. Candidates presently working in any Government Institution will have to produce an NOC from concerned authority.
6. Applications along with Bio-data, self-attested xerox copies of testimonials in support of Qualification, Date of Birth, Experience etc., two recent passport size colour photograph addressed to the Chairperson, Bansberia Municipality, Rudra Main Road, P.O. - Bansberia, Dist. - Hooghly, 712502 may be submitted to this municipal office either by hand or by post during office hours on all working days.
7. Last date for receiving applications - within 4.00 p.m. on or before 10.10.2015. No applications received after the schedule date and time will be entertained. The municipality will not be liable for any postal delay.
8. No. TA/DA for Examination or Interview is admissible.

Chairperson
Bansberia Municipality