**DHRUBA CHAND HALDER COLLEGE, DAKSHIN BARASAT,SOUTH 24 PARGANAS**

**Employment Notification No. 01/2016** Date: 12.12.2016

**Notificationof vacancy in Non-Teaching Posts on substantive basis**

**LIST OF VACANCIES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SL. No.** | **Name of the post** | **No. of posts** | **Reservation Category** | **Pay Band** | **Grade Pay** | **Qualification** |
| 1. | Clerk (L.D.) | 2(two) | 1.UR  2. ST | Rs.5,400-25,200 | Rs.2,600 | Passed School Final/Madhyamik or its equivalent or Old H.S. in lieu of School Final / Madhyamik or its equivalentAND Computer Literacy [Basic Computer Operating Knowledge & Computer Typing Knowledge] |
| 2. | Lab. Attendant (Chemistry) | l(one) | OBC (B) | Rs.4,900 -16,200 | Rs.1,700 | Passed Class VIII from any School recognized or affiliated by  Board / Council or equivalent |
| 3. | Lab. Attendant (Computer Sc.) | l(one) | UR | Rs.4,900 -16,200 | Rs.1,700 | Passed Class VIII from any School recognized or affiliated by  Board / Council or equivalent |
| 4. | Lab. Attendant (Geography) | l(one) | SC | Rs.4,900 -16,200 | Rs.1,700 | Passed Class VIII from any School recognized or affiliated by  Board / Council or equivalent |

**Age limit is as per Government rules.**

**Applications are invited in plain paper in prescribed format along with below-mentioned enclosures should reach ONLY BY POST within 10 days of the publication of this advertisement to:**

**Post Box No.11920 ,Sangbad Pratidin, 20, PrafullaSarkar Street, Kolkata - 700072 West Bengal**

**OR**

**Post Box No. SIO16133,The Statesman, 4 Chowringhee Square, Kolkata - 700001 West Bengal.**

**Enclosures: Self attested photocopies of: 1) Address Proof1, (2) Age Proof2, (3) Caste Certificate (if applicable), (4) Proof of Academic Qualifications,(5), (6) Experience Certificate (if any) ,(7) two additional copies of self-attested stamp-size photographs and (8) a self-addressed envelope.**

[Explanation – (1) Any one of the following documents will be considered as address proof:(a) Voter Identity Card (EPIC), (b) Aadhar Card and (c) Passport

(2) The age for the posts with pay band Rs.5,400 - 25,200 with grade pay Rs.2,600 shall be calculated on the basis of the date of birth recorded in the certificate or admit card of the qualifying examination (where the date of birth has been mentioned); AND

The age for the postswith pay band Rs.4,900 -16,200 with grade pay Rs.1,700 shall be calculated on the basis of date of birth recorded in the Birth Certificate issued by the Birth Registrar and /or the certificate issued by the Headmaster/Headmistress of a school, where the candidate actually studied on the basis of date of birth recorded in the Admission Register. In conflict, the date of birth recorded in Birth Certificate issued by the Birth Registrar shall prevail.]

**Written test and interview will be held for the posts of Clerk, AND for the posts of Lab. Attendant (Chemistry), Lab. Attendant (Computer Sc.) and Lab. Attendant (Geography) the candidates will be selected throughinterview only. Further details of Test Pattern of selection test along with dates of test and/ or any change or modification of this notification will be displayed in college website (www.dchcollege.org) in due time.**

Sd/-

The Principal

Dhruba Chand Halder College

**APPLICATION FOR THE POST OF ……………………………..**

Self-attested Passport-Size recent Photo

To,

The Principal,

Dhruba Chand Halder College

P. O. – DakshinBarasat

Dist. – South 24 Parganas

West Bengal – 743372

1. Name of the Applicant (Block Letters):

2. Father’s/ Husband’s Name:

3. Citizenship:

4. Permanent Address:

5. Address Communication:

6. Contact No:

7. Date of Birth:

8. Category: GEN/ SC/ ST/ OBC-A/ OBC-B

9. Gender:

10. Academic Qualifications:

11. Experience:

Date: Signature of the Applicant

Encl.: As required.