

NOTICE

Applications in prescribed format are hereby invited from eligible candidates for the Post of Data Entry Operator (DEO), purely on Contractual basis, for Cooked Mid-Day-Meal (CMDM) Programme at Salboni Dev. Block with following criteria:

1. No. of Post : 01 (One). No.
2. Minimum educational qualification : Graduation, in any stream/ branch, with Certificate in Computer Application & well conversant with English and Bengali Typing works in computer.
3. Age Limit : Not less than 18 years and not more than 40 years as on 1.1.2015
(upper Age relaxation as per Govt. rules for SC/ST/OBC candidates)
4. Profession Fee : Rs. 11,000.00 per month.
5. Mode of Payment : After deduction of P. Tax & I.T., as applicable time to time.

- The DEOs will be engaged by the Block Level Selection Committee (through Interview & Practical Computer Test, alongwith the required qualification, will be for a period of one year or less subject to renewal of contract on monthly or year basis by the Head of Deptt. / Office.
- The engaged / appointed DEOs will get professional fees at a consolidated rate of Rs.11,000.00 per month subject to enhancement @ Rs.500/- per year during first 5 (five) years and thereafter @ Rs. 600/- per year in terms of F. D.'s Memo. No. 5859-F(Y) Dt.- 22.07.2013.
- Such engagement may be terminated at the completion of the job or at the end of the project, whichever is earlier.
- The engagement may also be terminated by the Head of Deptt. / Office on the basis of recommendations of IT Deptt. / NIC Project Leader or the Project-in-Charge for unsatisfactory service, misconduct, etc of the incumbent concerned.
- **Submission of Application:** Willing candidates should submit their applications in prescribed format given in the notice and submit the filled out applications with all documents (Photocopy of age proof document, Mark sheet, certificate of all educational qualification mentioned in the format, computer certificate, Voter ID, residential Certificate etc.) with self addressed envelope with requisite postage stamp & one extra Passport Size Photograph same as affixed in the application form to the Office of the Block Development Officer, Salboni Development Block, at Chaktarini, P.O.- Salboni, P.S.- Salboni, Dist- Paschim Medinipur, Pin-721147 through registered post by 4 P.M within 12.01.2015 . **Applications reaching the office beyond the given time limit and date mentioned in the notice will not be accepted. No postal delay will be entertained in this regard.**
- **Applications sent to any other office will be rejected.**
- **Candidates are required to appear before the selection committee along with relevant original documents for verification, interview and computer test as when he /she will be suitably intimated.**


Block Development Officer
Salboni Dev. Block.

P.T.O.

Government of West Bengal
Office of the Block Development Officer
Salboni, Paschim Medinipur
e.mail-bdosalboni@gmail.com, Phone No-03227-285229

Memo No.-.....4125.....(8)/Sal.

Date-...18-12-14.....

Copy forwarded for information and taking necessary action to :-

- 1) The District Magistrate, Paschim Medinipur, (Mid-Day-Meal Section).
- 2) The Sabhapati, Salboni Panchayat Samity.
- 3) The Joint Block Development Officer, Salboni Dev. Block.
- 4) The Block Informatics Officer, Salboni Panchayat Samity.
- 5) The Block Level Supervisor, CMDM Programme, Salboni Block.
- 6) Office of the B.L.R.O./B.M.O.H./C.D.P.O./B.L.D.O./Telephone Exchange/Food & Supplies/Salboni CCC/ Salboni High School (Boys')/Salboni N.M. Girls' School/Salboni Post Office/Salboni Police Station/A.I. of School/S.I. of School, Sadar North/Sadar South Circle, Salboni Block, for presentation.
- 7) The Accountant- cum-Head Clerk, Salboni block.
- 8) Office Notice Board.

18.12.14.
Block Development Officer
Salboni Dev. Block.

(SPECIMEN COPY)

**APPLICATION FORM FOR RECRUITMENT
TO THE POST OF DATA ENTRY OPERATOR
UNDER MID-DAY-MEAL PROGRAMME
OF SALBONI DEV. BLOCK**

Paste recent colour
passport -size self
attested photograph.

To
The Block Development Officer,
Salboni Dev. Block,
Salboni, Paschim Medinipur-721147.

Ref. : Your Memo. No.- Dated.-

Sir,

With due respect, I beg to present myself for a candidate to the post of Data Entry Operator (D.E.O.)
of Salboni Dev. Block under Mid-Day-Meal Programme.

My detail particulars are given below :

1. Name (in capital letters) :
2. Father's/Husband's Name :
3. Date of Birth :
4. Sex :
5. Category (Gen/SC/ST/OBC) :
6. Age (As on 01.01.2015) :
7. Address Vill. - P.O.-,
P. S. -, Dist.-
PIN Code :
8. Educational Qualification :

Examination Passed	University/Board	Year of Passing	Total Marks	Marks obtained	% of Marks

9. Qualification on computer Application :
(Copy of Certificate attached)
10. Contact Number :
11. List of enclosure : i) ii) iii)
iii) iv) V)

I do hereby declare that the above-mentioned information given in the application form is true to the best of my knowledge & belief. I also declare that in any case of false information found in favour of me, then my candidature is liable to be cancelled without any reason.

(Signature of the applicant)

Place:.....

Date:

