

OFFICE OF THE COUNCILLORS OF
MIDNAPORE MUNICIPALITY
MIDNAPORE, PASCHIM MEDINIPUR
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MEMO NO- 4101 /NULM

DATE: 20/12/17

Notification for Engagement of Community Organizer at CMMU under DAY-National urban Livelihood Mission (DAY-NULM) in Midnapore Municipality, West Bengal

Midnapore Municipality application from suitable candidates for the following posts:

1) Community Organizer (CO)- 02 Nos. of Posts.

TABLE				
Sl. No.	No Of Post	Name of Post	Qualification & Experience	Consolidated Remuneration Per Month
1	2	Community Organizer (CO)	Educational Qualification: 10+2 in any discipline. Experience: 3-5 years experience in Working with community or social development. Other Qualifications: Proficient in MS Office (Word, Excel, Power Point)	Rs.10,000/-

(a) Contractual monthly remuneration for each post will be Rs. 10,000/- (Rupees Ten thousand only) with each engagement period of maximum one year at a time along with the provision of subsequent renewal after every one year based on satisfactory performance appraisal along with enhancement if any.

(b) The upper age limit of the Community Organizer (CO) to be engaged in CMMU will be 40 years as on 01.04.2016.

1. The minimum academic qualifications, competencies & work experiences required for the posts, the range of responsibilities to be discharged and the consolidated monthly remuneration are mentioned in Table below.
2. The candidates who do not have the required academic qualifications, competencies and work experiences mentioned and who do not have capacities to discharge the responsibilities need not apply. Applications received from candidates not having the minimum academic qualifications, competencies and work experiences will be summarily rejected.
3. Upper limit of age for the posts is 40 years(as on 01.04.2016)
4. Application has to be made in the prescribed Application Form (attached with this notification) only. Candidates must submit, along with applications, self attested

work experiences and No Objection Certificate from the present employer, if any.. The Application Form will have to be filled up on the basis of facts which they will have to substantiate subsequently showing the originals during the selection process, failing which their candidature will be cancelled.

5. The candidates must be agreeable to work anywhere as per needs of the Department and must be people-friendly and having serving attitude and capacity to work in a team and on project mode. Those unable to join immediately after selection need not apply.
6. The applications must be complete in all respects. Incomplete applications will be summarily rejected.
7. Each application in sealed cover must reach within , **08/01/2017 (before 3-00 PM) positively.**

To
The Chairman,
Midnapore Municipality,
Post- Midnapore, P.s- Kotwali
Dist- Paschim Medinipore, PIN-721101

8. Applications reaching the above address after the stipulated date and time will not be considered for selection.
9. **“Application for the post of Community Organizer (CO) under the DAY-NULM, Midnapore Municipality”** should be written on the envelope containing the filled in application form.
10. Only shortlisted candidates will be called during selection. Selection will be done on competitive basis and are number of self attested blank envelop with five rupees postal stamp.
11. Decision of the competent authorities shall be final in the matter of selection of eligible candidates. Authority reserves the right to cancel all /any application without assigning any reason. Canvassing in any manner shall lead to disqualification of candidature.
12. No TA/DA will be paid to the candidates for appearing at the selection test/interview.

10.



Chairman
Midnapore Municipality
Chairman
Midnapore Municipality

APPLICATION FORM

Ref: Notification for Engagement of Community Organizer at CMMU under (DAY-NULM) in Midnapore Municipality, West Bengal

(Relevant attested documents for educational qualifications and work Experiences and No Objection from present employer need to be attached with application form and original documents will be checked at appropriate time to be notified in due course)

Please affix here your
recently taken
passport
size photograph
signed

MIDNAPORE MUNICIPALITY

P.S-Kotwali,P.O-Midnapore

Dist:Paschim Midnapore

PIN:721101

1. Name of the candidate (in Capital Letters):

2. Posts applied for: **Community Organizer (CO)**

3. Name of Father/Husband:

4. Date of birth:

5. Age as on 01.04.2016:

6. Sex:

7. Nationality

8. Religion:

9. Caste (Gen/SC/ST/OBC):

10. Postal Address:

11. E-mail address

12. Contact No(Mandatory)::

12. Educational Qualification:

Name of Examination	Year of Passing	% of Marks	Subjects	Board/ University

Others, if any				

13. Details of Relevant Work Experience (Starting with the current or most recent one)

Sl. No.	Organisation/Office	Post Held	From	To	Total Period (Years & months)
	Major responsibilities/tasks performed				
	Major responsibilities/tasks performed				
	Major responsibilities/tasks performed				
	Major responsibilities/tasks performed				
	Major responsibilities/tasks performed				
	Total experience				

14. Current Salary in Rupees (per month):
(Inclusive of all components)

15. Whether the present organization will release immediately (in case contractual engagement is offered) : Yes / No (Indicate with $\sqrt{\text{mark}}$):

I do hereby certify that all the details stated above are true and that in case any information proves false my candidature will be liable to be cancelled.

Date:

Full Signature:.....

Place: