



Government of West Bengal
Office of the District Magistrate, Jalpaiguri
(District Child Protection Unit)

Phone no: 03561-222116, Email id: depujpg@gmail.com

Memo No. 209Date: 06/03/2020**RECRUITMENT NOTICE**

Online applications are invited from Indian citizens for engagement of the following staff for Government run Specialized Adoption Agency (G-SAA) in Jalpaiguri under the Integrated Child Protection Scheme (ICPS) on contractual basis.

Name of the Post	Gender Category for the post	No. of Vacancy	Age	Educational Qualification	Experience (Minimum)	Other preferred qualification	Consolidated pay per month as per Revised ICPS guidelines (in Rs)	Reservation Status
Manager / Co-Ordinator	Female	01	23-40 years as on date of advertisement	Post Graduate in Psychology / Social Work with Diploma in Computer Operations by any Govt. recognized agency/institution	At least 1 year experience in Child Welfare and Counseling	Nil	17,500.00	Un-reserved
Social Worker cum Early Childhood Educator	Female	01	21-40 years as on date of advertisement	Graduate in Psychology / Social Work	Nil	Masters Degree in Psychology / Social Work Knowledge of English language and basic computer operations. Knowledge on Early Childhood Care and Education (ECCE) may be added advantage.	14,000.00	Un-Reserved
Nurse	Female	01	23-40 years as on date of advertisement	HS or Equivalent. Diploma in Nursing/GNM (General Nursing and Midwifery Course)	At least 2 years' experience in the relevant field	Nil	9000.00	Un-Reserved
Doctor (Part-Time)	Female / Male	01	24-40 years as on date of advertisement	MBBS	Nil	DNB in Paediatrics/MD in Paediatrics	7500.00	Un-Reserved
Ayah	Female	06	21-50 years as on date of advertisement	Passed in Madhyamik or equivalent examination. For Home inmates qualification is relaxed upto Class VIII pass	Experience in relevant field	Nil	6000.00	UR - 3 SC - 1 ST - 1 OBC A - 1
Chowkidar	Male	01	21-40 years as on date of advertisement	Passed in Class VIII	Experience in relevant field	Nil	6000.00	Un-Reserved


N.B.: Candidates applying for the posts should have the requisite qualification as on the last date of application.

GENERAL GUIDELINES

Selection procedure:

- i. Individual admit card of eligible candidates having date, time and address of the written examination center could be downloaded from the website www.jalpaiguri.gov.in
- ii. Eligible applicants for the posts 1, 2 & 3 will appear in the written test of 80 marks.
 - a. English: 15 marks
 - b. General Studies: 20 marks
 - c. Subject specific issues: 45 marks
- iii. Eligible applicants for the posts 5 & 6 will appear in written test for 80 marks.
 - a. English: 20 marks
 - b. General Studies: 40 marks
 - c. General Knowledge: 20 marks
- iv. The successful candidates on the basis of marks obtained in the written test will be called for Computer Test of 10 marks. No computer test for candidates for the post Ayah and Chowkidar.
- v. Candidates who succeed in the Computer Test will, in the ratio of 1:5, will be called for Viva Voice Test carrying 10 marks. For the post of Ayah and Chowkidar Viva Voice Test will carry 20 marks.
- vi. Selected candidates will be called for Walk-in-Interview for the post of Doctor (Part Time).
- vii. The Selection Committee will submit the merit list of successful candidates in the ratio of 1:4 to the District Child Protection Society / Unit for approval and appointment.
- viii. The list will be valid for 2 (two) years from the date of approval of the list by the DCPS / DCPU.
- ix. Police Verification and Medical examination of the contractual person will be done after joining.
- x. No TA & DA is admissible for attending Written / Computer / Viva examination.
- xi. If at any stage, after the issue of admit card, a candidate is found to be ineligible for admission to the examination in terms of the advertisement his/her candidature will be cancelled without further reference to him/her.
- xii. Candidates who knowingly or willfully furnish incorrect or false particulars or suppress information will be disqualified, and if appointed, will be liable to termination of service.
- xiii. Candidates to produce the Admit Card to the Supervisor / Invigilator, failing which s/he may be debarred from appearing in the examination.
- xiv. The candidate must abide by the instructions as may be given by Supervisor / Invigilator of the examination centre. If the candidate fails to do so or indulge in disorderly or improper conduct, he/she will render himself / herself liable to expulsion from the Examination hall and / or such other punishment as the authority may deem fit to impose.
- xv. A candidate who has been reported against by the Supervisor / Invigilator of the Examination Centre for violating any of the instructions will be punished with cancellation of candidature.
- xvi. Submission of more than one application for a particular post is not allowed.
- xvii. Canvassing in any form will disqualify the candidature.
- xviii. Probable date of issue of admit card along with examination will be notified in the website www.jalpaiguri.gov.in Applicants to regularly follow the website for updated information.

LAST DATE OF SUBMISSION OF ONLINE APPLICATION: 27th MARCH 2020

 06/03/2020

Member Secretary
Selection Committee
&
District Social Welfare Officer
Jalpaiguri