



Government of West Bengal
Office of the District Magistrate, Jalpaiguri
District Child Protection Unit, Administrative Building, Jalpaiguri

No.92 /DCPU/JPG

Date: 30/06/2017

NOTIFICATION

In pursuance of Memo No. 1563(24)-SW/JJA-1/17 dated 17/04/2017 and 3427/SW/O/JJA/25/15 dated. 18/08/2016 of the Department of Women and Child Development and Social Welfare, Govt. of West Bengal, applications in prescribed format are invited from Indian citizens for the following posts on temporary and contractual basis in Govt. run Korok Observation and Juvenile Home for Neglected Boys, Jalpaiguri as per ICPS guideline (revised). **Willing candidates shall be required to apply online in the official website www.jalpaiguri.gov.in on or before the closing date i.e. 18/07/2017 up to 12:00 midnight.** The relevant particulars like name of the post, qualification, age limit, category of reservation, gender, monthly remuneration and vacancy position under each category of posts are stated in the following table. A candidate must go through the instructions thoroughly and carefully before submitting online application. Any omission/suppression of information shall lead to rejection of application or candidature at any stage of the process without further intimation. The conditions so prescribed shall not be relaxed. Selection will be made through an open competitive examination to be conducted by the Selection Committee, Jalpaiguri.

Sl. No.	Name of the Post	Probable vacancy	Reservation Category for the Post	Gender category for the Post	Age	Educational Qualification	Other Preferred Qualification	Honorarium (Consolidated per month)
1	Officer-in-Charge	1 (one)	Unreserved	Female/ Male	27-42 years as on date of advertisement	LLB or Masters Degree in Psychology/Social Work/Social Sciences. Compulsory 3 years' experience in the field of Child Welfare	1. Diploma in computer operation 2. Experience in administrative/Managerial capacity	Rs. 25,000/-
2	Counselor	1 (one)	Unreserved	Female/ Male	24-40 years as on date of advertisement	Master Degree in Psychology/Social Work/Social Science	Knowledge in Computer operation & counseling experience at least 2 years in the field of Child Welfare	Rs. 17,500/-
3	Para Medical Staff	1 (one)	Unreserved	Female/ Male	21-40 years as on date of advertisement	H.S. passed & Diploma in Nursing/Pharmacy	At least 3 years experience in the relevant field	Rs. 9,000/-

- 1) Candidate can apply for one post only.
- 2) Candidates from SC, ST and OBC (A&B) community will get relaxation of age as per existing Govt. rules.
- 3) Qualification as stated in the table must be possessed by the candidate on or before the publication of the advertisement. If it is found during verification of testimonials at any stage that the candidate has acquired qualification as stated above at any date after the date of publication of this advertisement, his/her candidature shall be summarily rejected.
- 4) All columns of the application form are to be duly filled in.
- 5) Sponsorship will also be sought from Employment Exchange, Jalpaiguri and Mal in respect of eligible candidates for the sponsor names, admit cards will be issued to the candidates so sponsored directly for which no application will be required.

6) Mode of Selection :

- i) The written examination will have objective type Multiple Choice Questions The subjects and the distribution of marks are as follows:
 - English : 15 marks
 - General Studies and Arithmetic : 20 marks
 - Subject specific issues : 45marks
- ii) The short listed candidates in the written examination of 80 marks will be called for appearing at the computer test of 10 marks (Officer in charge and Counselor) and Viva-Voce test of 10 marks in 1:5 ratios against the total number of vacancies in a particular post.
- iii) The final merit list will be prepared on the basis of total marks obtained in the Written Examination of 80 marks, computer test of 10 Marks (Officer in charge and Counselor) and the Viva-Voce test of 10 Marks.

7) Syllabus :

- In English, understanding of the fundamentals of the English Language such as vocabulary, grammar, sentences structure, synonyms, antonyms and its correct usage etc. will be tested.
- The questions on general studies will include everyday science, current events and problems will special reference to India, elementary knowledge of Indian History and Indian Geography, reasoning and Arithmetic.
- The subject specific questions will match with the nature of post, for example posts relating to child protection (Officer in charge and Counselor) will attack questions on child development, laws protection the rights of children, counseling skills, child psychology, plan and policies on child protection etc.
- For Para Medical Staff post, knowledge on Nursing and Pharmacy will be tested.
- In the computer test, a candidate's knowledge on fundamentals of computer and MS Office & Internet use will be examined.

- 8) The Selection Committee, Jalpaiguri reserves the right to reject any application not properly filled in or received after due date.
- 9) Authority reserves the right to conduct the written test for all the posts on a single date.
- 10) Admission to the examination will be purely provisional subject to verification at any later stage. That is, candidature of any candidate shall be rejected straightway if found not eligible at any stage even after appearance at the examination.
- 11) Use of mobile phones, calculator and any kind of electronic gadget inside the examination hall is strictly prohibited. Use of the same will lead to cancellation of candidature without giving opportunity of being heard.
- 12) The short listed candidates for Viva-Voce should bring the documents in original and self attested photocopies (for submission) in respect of identity proof, academic qualification, caste certificate, Date of birth, certificate on knowledge in computer and experience certificate for verification.
- 13) Canvassing in any form is strictly prohibited and may result in cancellation of candidature.
- 14) The Selection committee reserves the right in all circumstances for any modification if required.

15) **How to apply:-**

1. **Log in to www.jalpaiguri.gov.in**
2. **Click on the link "Recruitment for Korok Home 2017".**
3. Register as a user by clicking on Register Link. On successful registration you will get a registration id, preserve it, this is for registration id.
4. Go back to the Log in page and put registration id and password.
5. After successful log in click on "Apply Here".
6. You can fill up the form at a time or part at any time within the given date.
7. A candidate should upload recent coloured passport size photograph during application.
8. **After submission of complete application form don't forget to print acknowledgement receipt.**
9. You can also keep a print out of application form for future reference.

16) **Generation of Admit Card:-**

- Probable date of issue of Admit Card: - 29/07/2017 (To be downloaded from website, www.jalpaiguri.gov.in). Candidates are requested to check the site for final examination schedule for written test.
- After generation of the Admit Card, a print out is to be taken.
- The lower part of the Admit Card is to be signed by the applicant in examination hall on the day of examination and to be handed over to the invigilator.
- The candidate shall have to bring with him / her any photo identity document viz. EPIC, PAN Card, Aadhar Card, Passport, Admit Card / Certificate of Madhyamik of equivalent with photograph / Driving License / Bank Pass book containing photograph of the candidate / any other photo identity card issued by the competent Govt. Authority.
- Candidate without Admit Card and any photo identity document as mentioned above shall not be allowed to enter the examination hall.

Commencement of submission of online application - 30/06/2017 from 05.30 p.m.
Closing date for submission of online application - 18/07/2017 up to 12.00 midnight.

Tentative Date of Written Examination - 19/08/2017.

Application once submitted shall be treated as final. No request for change in application form will be entertained after the submission of application. The candidates are advised to check the entries made against each column thoroughly before submission of application.

For further details and assistance the candidates any contact the following number on any working day from 11:00 am to 5:30 pm 03561-222092 or follow www.jalpaiguri.gov.in for updated information.

**District Magistrate & Chairperson,
Selection Committee,
Jalpaiguri**

No.92/1(10)/DCPU/JPG

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Copy forwarded for information and taking necessary action to:

1. The Secretary to the Govt. of West Bengal, Department of Women and Child Development and Social Welfare.
2. The Director, Child Rights and Trafficking, West Bengal.
3. The Joint Secretary to the Govt. of West Bengal, Department of Women and Child Development and Social Welfare.
4. The Addl. District Magistrate (Dev.), Jalpaiguri.
5. The Secretary, District Legal Services Authority, Jalpaiguri.
6. The District Social Welfare Officer, Jalpaiguri.
7. The District Child Protection Officer, Jalpaiguri.
8. The Superintendent, Korok Observation and Juvenile Home for Neglected Boys, Jalpaiguri.
9. The DIO, NIC, Jalpaiguri with the request to publish the notice at the website of Jalpaiguri District i.e. www.jalpaiguri.gov.in.
10. The DICO, Jalpaiguri with the request to publish the notice at his office notice board.

**District Magistrate & Chairperson,
Selection Committee,
Jalpaiguri**