



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE,
KALIMPONG
DISTRICT CHILD PROTECTION UNIT
PO & PS - KALIMPONG, PIN – 734301
E-mail: dcpukalimpong@gmail.com
TEL: 03552-255062

Memo no: 413/DCPU/KPG/2021

Date: 17.09.2021

NOTICE

In pursuance of Memo No.596-SW/O/JJ-25/15 Date: Kolkata, the 29th January 2019 of the Secretary, Women & Child Development & Social Welfare Department, Government of West Bengal and subsequent memo no: 4526-WCD-17013/3/2020 Date: 10.12.2020 of Joint Secretary, Women & Child Development and Social welfare, Government of West Bengal, filled in application in prescribed format is hereby invited from the eligible candidates for filling up of the following **contractual posts** in the Juvenile Justice Board, Kalimpong. The details of the vacancies are as follows:

Sl No.	Name of the Post	Code for the	Vacancy	Salary per month	Age	Qualification	Reservation
1	LDC (to act as bench Clerk)	001	1	Rs 13500/-	21-40 years	Madhyamik with knowledge in computer application and typing ability	Scheduled Caste
2	LDC	002	1	Rs 13500/-	21-40 years	Madhyamik with knowledge in computer application and typing ability	Unreserved
3	Counsellor	003	1	Rs 13500/-	21-40 years	Graduation in psychology	Unreserved

General Terms & Conditions:


1. The written examination will be of 80 marks for all the three posts.
2. The computer test will be of 10 marks only for the candidates who are successful in the written test.
3. Candidates who are successful in Computer Test, will be called to appear in Viva Voce carrying 10 marks in the ratio of 1:5.
4. A merit list of successful candidates in the ratio of 1:3 will be prepared for a period of 2(Two) years.
5. Eligible candidates can apply for one post only.
6. The prescribed application form may be downloaded from the website <https://kalimpong.gov.in>
7. The District Level Selection Committee, Kalimpong reserves the right to reject any application not properly filled up or received after the stipulated date and time.
8. The filled in application will be received from **22.9.2021 to 7.10.2021** either by post or by hand at the Office of the District Child Protection Unit, Office of the District Magistrate, Old Hotel Chimal, Ringkingpong Road, Kalimpong – 734301. Any application received after 4:00pm on 7.10.2021 will be rejected and postal delay if any will not be considered. The application will be received only during office hours on working days.
9. Age of the candidates will be calculated as on the basis of last date of receiving application, i.e **7.10.2021**
10. Agreement- the recruited to the post upon having been selected by the Selection Committee will have to enter into an agreement with the Government of West Bengal.
11. Termination- The engagement of any category may be terminated in the following situation/circumstances-
 - I) Expiry of contract period , if not renewed
 - II) If the performance of the personnel in question is not satisfactory after appointment in the post
 - III) His/Her conduct in any manner is prejudicial to the interest of official norms and establishment rule of contract

Requisite documents:

Application must be supported by the following documents which must be self attested/certified:

- I. Two passport size photographs

- II. Age proof (PAN Card/Voter Card/School Admit Card/Birth Certificate/Adhar card)
- III. Residential proof (Adhar Card/Voter Card/Certificate from local Authority/Municipality/BDO etc)
- IV. Cast Certificate from competent authority for the post code 001 i.e. LDC (to act as Bench Clerk)
- V. Education Qualification Certificate/Mark sheet
- VI. Experience Certificate (if any)
- VII. Computer Certificate
- VIII. Valid Mobile No and email ID
- IX. Two self addressed envelopes with requisite postage stamps for sending admits via posts.



17/09/21

Addl. District Magistrate (Dev), Kalimpong

&

Chairperson, District Level Selection Committee

Application for the posts of LDC (to act as Bench Clerk), LDC & Counsellor on contractual basis in Juvenile Justice Board, Kalimpong

To,
The Chairperson, District Level Selection Committee
&
Addl. District Magistrate (Dev), Kalimpong

Paste one self
attested recent
Passport size
Photograph

Name of the post applied for _____ (Post Code: _____)

1. Name of the Applicant (in block letters):

(Note: Name as recorded in the Matriculation/Secondary Certificate)

2. Father's / Husband's Name:

3. Sex (male/Female) :

4. Date of Birth (dd/mm/yy):

(Date of birth as accorded in the birth certificate issued by competent authority / Madhyamik /Secondary Examination / School leaving certificate)

5. Age (as on 7.10.2021) :

6. Contact no. (Mandatory) _____ / Email ID _____

7. Permanent Address:Village/Street: _____ P.O _____

Block/ Municipality _____ P.S _____

District _____ PIN Code _____

State _____

8. Present Address of Communication: Village/Street: _____ P.O _____

Block/ Municipality _____ P.S _____

District _____ PIN Code _____

State _____

9. Caste/Category:

10. Educational Qualification: (Mention from Matriculation & upwards and attach self- attested copy)

Sl. No	Exam Passed	Board/ University	Year of passing	Total Marks	Marks obtained	% of marks

11. Qualification in Computer: _____ (attach self-attested copy)

12. Work experience/Any other professional qualification _____ (attach self-attested copy)

DECLARATION

"I hereby declare that all statements made in this application are correct to the best of my knowledge and belief and in the event of my information being found false my candidature is liable to be cancelled".

Place: _____

Date: _____

Signature of the applicant