



Government of West Bengal
Office of the District Magistrate & Collector, Hooghly
P.O & P.S - Chinsurah, Dist. - Hooghly, PIN - 712101
(Social Welfare Section)
(Email ID - hooghlysw2020@gmail.com Ph. No. : 033 -2681 - 2613)

No. 570 /SW - Hug

Dated : 24/07/2023

RECRUITMENT NOTICE

A. Applications are invited from eligible persons for contractual engagement to the following post in **Children Home for Girls, Uttarpara, Hooghly and Female Vagrants' Home, Uttarpara, Hooghly**

Sl. No	Name of Post	Number of Vacancies	Gender	Residential requirement	Age as on date of recruitment notice	Monthly remuneration	Minimum educational qualification and other preferred qualification.	Mode of examination	Mode of submission of application
1	Officer in charge at Children Home for Girls, Uttarpara, Hooghly	01 (UR)	Female	Hooghly district	27 - 42 years as on date of advertisement.	33,100/-	Post Graduate degree in Social Work/Sociology/ Child Development / Human Rights Public Administration / Psychology/ Psychiatry/ Law / Public Health / Community Resource Management from a recognized university At least 3 years of experience of working with the Govt. / Non Govt. Organization in Documentation, training and capacity building, project formulation / implementation, monitoring and supervision preferably in the field of Women and Child Development Social Welfare Proficiency in Computers.	Written Test (60 Marks) and Computer Test (30 Marks) Interview (10 Marks)	Online application to be submitted through https://hooghly.nic.in
2	Cook at Children Home for Girls, Uttarpara, Hooghly	01 (UR)	Female only	Hooghly district	18-40 as on date of advertisement	12000/-	MP or equivalent (Relaxed to Class VIII pass for Home inmates only) Other Qualification: Experience in the relevant field.	Written test (50 Marks)	Offline mode, hardcopy of application to be submitted at SDO, Serampore
3	Clerk cum Compounder at Female Vagrants' Home, Uttarpara, Hooghly	01 (UR)	Male /Female	Hooghly District	18 - 37 yrs. as on 01/01/2023	Rs.12,000/-	(i) Passed Madhyamik examination or its equivalent examination (ii) Must be registered Pharmacist with at least Two (2) years' experience in any recognized institution	Written Test (60 Marks), Computer Test (40 Marks)	Online application submitted through https://hooghly.nic.in
4	Karmabandhu (Sweeper) at Female Vagrants' Home, Uttarpara, Hooghly	04 (SC - 1, UR - 2 & ST - 1)	Female only	Hooghly District	18 - 37 yrs. as on 01/01/2023	Rs.3000/-	(i) Literate only and Must possess good physique	Interview (10 Marks)	Offline mode, hardcopy of application to be submitted at SDO, Serampore

B. For the post of **Officer - in - Charge at CHG (Sl. No. 01)** and **Clerk cum Compounder at FVH (Sl. No. 03)** online application will be received from **24/07/2023**. **Last date of online submission is 14/08/2023 upto 12:00 midnight.**


C. For the post of **Cook at CHG (Sl. No. 02)** and **Karmabandhu (Sweeper) at FVH (Sl. No. 04)** offline application will be received from **24/07/2023 to 14/08/2023** on all working days from 12:00 noon to 03:00 p.m. at the Office of the SDO, Serampore, Hooghly. **Last date of submission of offline application form is 14/08/2023 up to 03:00 p.m.**

****Application Form for the offline application may be downloaded from the district website i.e. <https://hooghly.nic.in>****

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- D. All intimations regarding date, time and venue of written test/ Computer test / Interview (as applicable) will be available at district website i.e. <https://hooghly.nic.in>
- E. Qualification that is acquired by the candidate after submission of application forms, will not be taken into consideration for determination of eligibility.
- F. All candidates should be mandatorily residents of Hooghly district.
- G. For offline submission of application i.e. for the post of 'Cook' and 'Karmabondhu' (Sweeper) following documents to be submitted along with the form (i) 02 recent passport size coloured photograph, (ii) copy of the residential certificate from competent authority (after date of notification), (iii) age proof, (iv) caste proof (If applicable), (v) photo copy of EPIC, (vi) AADHAR of the candidate.
- H. Application forms that are incomplete or unsigned and not supported by required documents or photographs will be rejected.
- I. Incomplete Application in any respect will be rejected.

**** Note : - If any change takes places in the eligibility criteria for examination or vacancy position or any other issues directly related with this notification will be brought to the notice of candidates in manner as decided by the selection committee.**

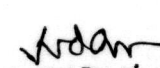

Additional District Magistrate (Dev.,
Hooghly

Memo No. 570 /1(7)/SW – Hug

Dated: 24 / 07 / 2023

Copy forwarded for information and wide publicity of the same to :

- 1) The CMOH, Hooghly
- 2) The all SDOs, Hooghly
- 3) The Secretary, DLSA, Hooghly
- 4) The All BDO, Hooghly
- 5) The NDC, Hooghly for wide publication.
- 6) The Superintendent, CHG, Hooghly
- 7) The Manager, FVH, Hooghly


District Social Welfare Officer,
Hooghly

Application Form for the post of Sweeper (Cook), Children Home for Girls, Uttarpara, Hooghly

To,
The District Magistrate &
Chairperson of the Selection Committee (Social Welfare),
Hooghly

Annexure

Paste recent
colour passport
size photo of
the candidate
with his / her
full signature
thereon

Ref. Recruitment Notice No. 570/SW – Hug Dated: 24/07/2023

- 1) Name of the applicant (In block letters) : _____
- 2) Father's / Husband's name : _____
- 3) Sex : _____
- 4) Date of Birth (dd/mm/yyyy) : ____ / ____ / ____
(Date of birth as recorded in the birth certificate issued by competent authority / Madhyamik / Secondary Examination / School leaving certificate)
- 5) Caste : General / SC/ST/OBC-A/OBC-B
(Tick (✓) the right one and annex self – attested copy of caste certificate issued by the competent authority)

6) Contact no. : _____ (Mandatory), E-mail ID : _____

7) Permanent address : Village / Street : _____ P.O : _____
Block / Municipality : _____ P.S: _____
District : _____ Pin: _____

8) Present address : Village / Street : _____ P.O: _____
Block / Municipality : _____ P.S: _____
District : _____ Pin: _____

(Attach self – attested copy of AADHAAR & EPIC)

9) Educational qualification (Mention from the class last attended and passed)

Class	Name of institution / Board	Year of passing

10) Other qualification (if any) detail :

Declaration :

I do hereby declare that all the statements made by me in the application are true and complete to the best of my knowledge and belief. I also understand that in case any of my statement is found false or incorrect during any stage. It shall disqualify me for the post applied for and / or I shall be liable for any other action that may be taken under the existing rule.

Yours faithfully,

Date :
Place :

(Full signature of the applicant)

Document to be attached : -

- i) Age proof (**Birth Certificate / Madhyamik / Secondary Examination Certificate or Admit Card /School Leaving Certificate**)
- ii) Cast proof (if applicable) certificate from the competent authority.
- iii) Self-attested photocopy of AADHAR, EPIC, last education qualification certificate etc.
- iv) 02 (Two) recent passport size colour photograph (One to be pasted in the application form and other to be given as an extra in the envelop)

Application Form for the post of Sweeper (Karmabandhu), at Female Vagrants' Home, Uttarpara, Hooghly

To,
The District Magistrate &
Chairperson of the Selection Committee (Social Welfare),
Hooghly

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