

Government of West Bengal
Office of the District Magistrate, Murshidabad

MID-DAY MEAL SECTION

FAX & P.H. No- 03482-257491
mdmmsd@gmail.com & mdmmsd@rediffmail.com

No : 54 /MDM

Date : 06/02/2018

NOTICE

Application is invited against vacancy of **one** contractual post of **Data Entry Operator** under **Mid Day Meal Scheme** at the office of the District Magistrate, Murshidabad, MDM Section at Berhampore. Contract shall be for a period of one year.

Desired qualification : Graduate in any discipline with (at least six month's) Certificate course in Computer application.

Application should be submitted in prescribed format(as given) in an envelope, addressed to the District Magistrate, Murshidabad (Mid Day Meal Section) with superscript "Application for the post of Data Entry Operator under Mid Day Meal Scheme" , and one self addressed envelope and one extra stamp size photograph with self attested copies of proof of qualification and age, to be dropped in the box at the Mid Day Meal Section of the Office of the D.M. Murshidabad (Room No. 406A) on working days (10:00 am to 05:00 pm).

Last date of submission of application – **23rd February, 2018.**

Age limit : 40 years (with relaxation as per govt. rule) as on 01.01.2018.

Selection : Written test will be held of 40 marks (English(10), Mathematics(10), General Awareness(10), Computer(10)). *Only* top twenty candidates qualifying in the written test will be called for practical computer proficiency test of 50 marks and interview of 10 marks.
Date of written exam – **11th March, 2018.**

Pay : As per guidelines of School Education Dept. (CMDMP), Professional fee @Rs.11000=00 per month with deduction of P.Tax, I.Tax as applicable.

The appointment will be purely temporary in nature.


Addl. District Magistrate(Genl)
Murshidabad.

Memo No. 54/13-En/MDM/MSD/F-13

Dated: 06/02/2018

Copy for information to :

1. The Project Director, CMDMP, School Education Dept. APC Bhavan, Kolkata – 91.
2. The D.I of Schools, Primary / Secondary, Murshidabad.
3. The D.I.O, NIC, Murshidabad, for uploading in the district website for publicity.
4. The C.A. to the D.M. Murshidabad, for kind perusal of the District Magistrate, Murshidabad.


Addl. District Magistrate(Genl)
Murshidabad.

Application for the post of Data Entry Operator under Mid Day Meal Scheme, Berhampore, Murshidabad.

To,
The District Magistrate, Murshidabad.

Sir,

I apply for the post of contractual Data Entry Operator of Mid Day Meal Section of your esteemed office at Berhampore, Murshidabad. I have furnished below the details as sought for vide your no. _____ dt, _____.

Recent Colour
Photograph
with signature
of applicant
upon it.

Name of the applicant :

Date of Birth :

Age as on 01st January, 2018 :

Phone No. :

E-mail id :

Address (for correspondence) :

Permanent Address :

Qualification :

Academic					
	Exam	Board/Univ.	College/Institution	Year	Division/Percentage obtained
Technical					
	Certificate/Dip./Level	Institution/Centre		Year	Division/Percentage obtained

Genl./SC/ST/OBC :

Name of Father/Mother/Husband :

Experience (if any) :

Signature of the applicant.

Last date for submission of application : **23rd February, 2018**

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