



Memo No. 468DCPU/Msd

Date : 16/10/2020

NOTIFICATION

In pursuance of Memo No.596-SW/O/RP-02/2019 dated 15.02.2019 and Memo No. 957-SW/O/JJA-25/2015 dated 29/01/2019 of Department of WCD&SWD, Govt. of West Bengal, applications in prescribed format are invited from Indian citizens for contractual post of Counsellor in the Juvenile Justice Board, Murshidabad for implementation of Integrated Child Protection Scheme (ICPS), candidates shall be required to apply on or before the closing date i.e. 13/11/2020. The relevant particulars like post, qualification, age limit, gender, monthly remuneration and anticipated vacancy position are stated in the following table. A candidate must go through the instruction thoroughly and carefully before submitting application. Any omission / suppression of information shall lead to rejection of application or candidature at any point of time during the recruitment process without further intimation. The condition so prescribed shall not be relaxed. Selection will be made through an open competitive examination to be conducted by Selection Committee, JJB for implementation of ICPS, Murshidabad.

TABLE : A

Sl No	Name of the post	Probable vacancy	Age (As on 01.01.2020)	Academic qualification	Working Experience	Consolidated pay
01	Counsellor	01	21 – 40 years	Graduation in Psychology	Knowledge in Computer is mandatory and experience in Counselling will be preferred	Rs.10,000/- pm

1. 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 candidate has acquired qualification as stated above at any date after date of publication of this advertisement, his / her candidature shall be summarily rejected.
2. All columns of the application form are to be duly filled in.
3. In case of regular / contractual employee NOC from current employer is required.

Mode of selection : The written examination will be objective type multiple choice questions and the date of which will be intimated in due course. The subjects and the distribution of marks are as follows:

Name of Post	Subject for Written Examination	Allotted Marks		
		Written Examination	Computer Test	Viva Voce
Counsellor	GK, Current Affairs, General Mental ability, Arithmetic, English and subjective	80	10	10

4. The short-listed candidates in the written examination will be called for appearing computer test and Viva Voce Test, the date which will be intimated in due course.
5. The final merit list will be prepared on the basis of total marks obtained in the Written Examination, Computer Test and the Viva-Voce test.
6. The selection committee, JJB for implementation of ICPS, Murshidabad reserves the right to reject any application not properly filled in or received after due date.
7. 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.
8. 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, cast certificate, date of birth, certificate of knowledge in computer and experience certificate for verification.

OFFICE OF
**THE DISTRICT MAGISTRATE
& COLLECTOR**
(Social Welfare Section)



New Administrative Building
P.O: Berhampore
Dist: Murshidabad
PIN: 742101, West Bengal
Phone: (03482) 250023
e-mail: msddswo@gmail.com

9. How to apply :

- a) The candidates should apply in prescribed application format attached with this notification and submit in the drop box placed at Room No.118, Social Welfare Section, New Administrative Building, P.O - Berhampore, District Murshidabad, Pin-742101 on or before 13.11.2020 within 5:00 pm by ordinary post or by hand.
- b) **Documents to be submitted with the application form.**
 1. Age proof : Madhyamik Admit Card.
 2. Residence Proof : Voter Card/Adharcard/Ration Card/residence certificate of Panchayat Prodhan (duly counter signed by Panchayat Secretary)/ residence certificate of Chairman of Municipality (duly counter signed by EO, Municipality)
 3. Academic Qualification : Self attested copy of Academic qualification for the post as mentioned in TABLE-A.
 4. Tow self-addressed envelope with requisite postage stamp be submitted with the application form.
 5. Two pass port size (2.5x3.5cm) photo duly signed by the candidate

CLOSING DATE FOR SUBMISSION OF APPLICATION : 13/11/2020 UP TO 5:00 PM

For further details and information relating to date of written examination, computer test and viva voce test please follow www.murshidabad.gov.in.

District Magistrate
&

Chairperson, Selection Committee,
JJB (Implementation of ICPS)
Murshidabad

**APPLICATION FORM FOR CONTRACTUAL RECRUITMENT OF COUNSELLOR AT JUVENILE JUSTICE BOARD
FOR IMPLEMENTATION OF ICPS, MURSHIDABAD**

(Form should be filled in with ball pointed pen in own hand writing. Incomplete form without attached documents
and form not delivered in due mandate time are liable to rejection)

Recent coloured
passport size
Photograph (3.5
cmx2.5 cm) to be
pasted and duly
Signed by the
Applicant

In reference to the Notice vide Memo No. _____ dated _____, I am expressing
my willingness to apply for the same and my details particulars are given below.

1. **Applicant's Name** _____
(In Block Letters)
2. **Date of Birth:** ____/____/____ **Age as on 01/01/2020 :** (D)____ (M)____ (Y)____
3. **Gender (Male/Female) :** _____ **Marital Status :** _____
4. **Father's / Husband's Name :** _____
5. **Nationality :** _____ **Religion** _____
6. **Address for Correspondence:** Village / Street _____
P.O. _____ P.S. _____
Dist. _____ Pin _____
7. **Permanent Address :** Village / Street _____
P.O. _____ P.S. _____
Dist. _____ Pin _____
Tel No. (with STD Code) : _____ Mobile _____ Email Id _____

8. Educational Qualifications:

Exams Passed	Board/University	Subjects	Year of Passing	Marks obtained	Results/ Division	% of Marks

9. Details of Work Experiences:

(Credential from Head of the office/organisation should be enclosed with NOC from current employer)

Sl No	Name of the Organization / Institution	Key tasks assigned	Period (From – To)

10. Details of Computer Knowledge/Qualifications:

Exams Passed	Institution/University	Subjects	Year of Passing	Marks obtained	Results/ Division	% of Marks

Enclose self-attested photocopies of all proofs in respect of Sl. No. 01 to 10 (except 3 & 4) must be attached.

"I hereby declare that all the statements made by me in the application are true, correct and complete to the best of my knowledge and belief. I also declared that in case of my statement is found false or incorrect during any stage of recruitment and thereafter, I shall abide by the decision of the Authority including cancellation of my candidature or appointment under the extant of rules."

Date :

Place :

Full signature of the applicant