



Hooghly-Chinsurah Municipality

Mahendra Mitra Road, Pipulpati, PO & Dist. - Hooghly, Pin-712103, West Bengal.

Tel.: (033) 2680-2899/2319, TeleFax. (033) 2680-6091

Website:-www.hcm.net.in & E-mail id:-hooghch@yahoo.com


No 5494 /GEN/DR/2019/HCM

Date 27-11-2019

-: Employment Notice:-

Applications are invited as per our prescribed format from the willing candidates (Indian Citizens only) for filling up 07(Seven) Nos sanctioned vacant post of Driver under this municipality. The post wise qualification, scale of pay, age and other criteria are given below:-

Sl.No	Name of the post	No.of vacancy	Qualification	Age as on 01.01.2019	Scale of Pay(Rs)
01	Driver	07 Nos(02 for U.R, 01 for SC, 01 for ST, 01 for OBC-A and 02 Nos reserved for Exempted Category (01 for UR(E.C) + 01 for SC (EC)	<p><u>Educational Qualification:-</u> The candidate have passed Class VIII from any school recognized by the Government.</p> <p><u>Technical Qualification</u> The candidate must have Heavy Driving License.</p> <p><u>Working Experience</u> The candidates have an experience of driving with Heavy Driving License of five years.</p>	20 Years to 40 Years (vide memo no.11653-F(P) dt.30.12.2011) relaxation of upper age limit for SC ,ST candidates for 05 years and for OBC candidate for 03 years	Rs.5400-25200/- +Grade Pay Rs.2300/- PB-2,PRS-5 as per ROPA-2009


Chairman,
Hooghly Chinsurah Municipality
Chairman
Hooghly Chinsurah Municipality

How to Apply

- 1) Willing candidate will have to apply for the aforesaid post as per this office prescribed proforma. Application without this office proforma/format will not be entertained.
- 2) No online/softcopy copy of application will be entertained. The willing candidates may download the application form this office website i.e. www.hcm.net.in and may send application through Speed Postal Service or Municipal Main Building Dropping Box. Application receiving time will be Monday to Saturday (except 1st and 3rd Saturday) from 11.00 A.M to 3.30 P.M (Except Sunday and Govt.Holidays).
- 3) Willing candidates are advised to check all the criteria before applying for the post. If it is observed by the municipal authority during the process of exam and even after issuing of appointment letter that any candidate will not fulfill any condition of eligibility his application/appointment letter will be stand as cancelled. No appeal against such cancellation will be entertained.
- 4) The service of the candidates will be governed as per West Bengal Municipal Employee's Service Rules, 2010 since amended.

- 5) The post is permanent in nature .The candidates selected for appointment to the post will receive the D.A ,H.R.A ,M.A as applicable for the employees time to time announced by the Department of Urban Development & Municipal Affairs, Government of West Bengal.
- 6) The candidates will have to enclose the self attested copy of Educational Qualification Certificate, Heavy Vehicle License Certificate, Date of Birth, and Caste Certificate & Working Experience Certificate, Electoral Photo Identity Card(EPIC Card).The Caste Certificate issued from the Govt.Department of West Bengal will be treated as valid in this regard.
- 7) The candidates will have to paste one copy recent passport size colour photograph (not older than 03 months) and the candidate will have to be signed over the photograph.
- 8) The candidates working in the Central/State/Govt.recognized Institution/PSU/Undertaking bodies will have to submit his/her application through proper channel with No-objection Certificate from his present employer after clearly stating this Office Employment Notice No. & Date.
- 9) The municipal authority will not be responsible for delay reaching of application.
- 10) The candidates will have to mention over the application form and as well as over the envelop for which post he applied including category and this office employment notice no.
- 11) The application without Self attested copy of certificates, self-signed photograph, non-mention of post, category and this office employment notice and improper filling up of application form will be stand as cancel. No appeal against such cancellation will be entertained by the municipal authority.
- 12) The candidate must have the ability to read, write and speak in Bengali language.
- 13) The selection process should be done by following methods.1) Written Examination-60 Marks 2) Skill Test-20 Marks and 3) Interview/ viva-voce test-20 Marks. The question papers will be available in Bengali Language only for Written Test.
- 14) **The candidates are advised to visit this office website i.e. www.hcm.net.in for obtaining necessary updates in connection with this employment notice.**
- 15) **No telephonic/Interim query in connection with the exam process and other issue in connection with the employment notice and exam pattern will be entertained.**
- 16) **The application must be sent to the following address:- The Chairman, Hooghly Chinsurah Municipality, Mahendra Mitra Road,Pipulpati,P.O & Dist-Hooghly,Pin-712103.**
- 17) **The last date for reaching application form to this office within 16.12.2019 upto 03.00 P.M.Application forms received after 03.00 P.M on 16.12.2019 shall not be accepted.**


Chairman, 27/11/2019
Hooghly Chinsurah Municipality
Chairman
Hooghly Chinsurah Municipality

To
The Chairman,
Hooghly Chinsurah Municipality
Mahendra Mitra Road, Pipulpati,
P.O & Dist-Hooghly, Pin-712103.

Please paste your
recent passport
size colour
photograph not
older than 03
months and duly
signed over the
photograph

Sub:- Application for the post of Driver under Hooghly Chinsurah Municipality.

Ref:- This office Employment Notice No _____

Dt _____, Category _____.

Sir,

In response to your above notification, I beg to offer myself as a candidate for the post of _____
_____My particulars are given below for your kind perusal.

- 1) Name of the candidate _____
- 2) Father's /Husband Name of the candidate _____
- 3) Date of Birth _____ (DD/MM/YEAR) 4) Sex _____
- 5) Age as on 01.01.2019 _____
- 6) Address for correspondence _____

- 7) Permanent Address _____

- 8) Email id _____
- 9) Phone No/ Mobile No _____
- 10) Nationality _____
- 11) Caste(Gen/SC/ST/OBC-A/OBC-B) _____
- 12) Educational Qualification:-

Name of the Exam Passed	Name of the School/Board/University	Year of passing	Subject studied	Marks obtained by the candidate with percentage
Class-VIII				
Madhyamik/SSC				

Higher Secondary				
Graduation				

13) Technical Qualification _____

14) Working Experience _____

15) Are you presently working in the Central/State/PSU/Govt.Society/Firm/Association? _____?

If your answer is yes please sent your application through Proper channel after clearly stating this Office Employment Notice No and Date.

-: Declaration:-

I do hereby declare that I have carefully read all the points as stated in this Employment Notice under 'How to Apply Column" to the post of Driver and fulfill all the condition of eligibility as mentioned in this office employment notice. I also hereby declare that and all the statement which is made by me in this application is true and correct to the best of my knowledge and belief. If any anything found false in future during any stage of recruitment or even after issuance of appointment letter in favour of me will be stand as cancelled. No appeal against such cancelled will be entertained in this regard in future.

Date _____

Place _____

(Signature of the candidate)

**** Please fill up the application form in Block Letter only.**