

GOVERNMENT OF WEST BENGAL

Office of the District Magistrate, Darjeeling
(District Child Protection Unit)

Contact No: 0354-2252197

Email:- dcpsdarjeeling@gmail.com/dcpodarjeeling@gmail.com

Memo No: 134 /DCPU/Dj-15

Date:-03 /06 /2015

NOTICE

In pursuance of Memo No.1471/WCD & SW/2015 dt.03.02.2015 and No. 46/OSD-Secy./CDWD & SW/15 dt.29.04.2015 of the Child Development Department and Women Development & Social Welfare Department to the Govt. 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 District Child Protection Unit, Darjeeling. The details of the vacancies are as follows:

Sl. No.	Name of the Post	No. of vacancy	Age (As on 01.06.2015)	Educational Qualification	Other required Qualification	Remarks
01.	Protection Officer, Non Institutional Care	01	18-45 years.	Graduate, preferably in Social Work/ Psychology/ Sociology	Knowledge in Computer Operation & Knowledge in counseling, Experience: at least 3years in the field of Child Welfare.	Rs.21,000 /-
02.	Counsellor	01	18-35 years.	Graduate, preferably in Social Work/ Psychology/ Sociology	Knowledge in Computer Operation, Experience: 2 years in the field of Child Welfare/ Counseling	Rs.14,000 /-
03.	Data Analyst	01	18-35 years.	Graduate in Computer application	Experience: at least 1 year in the relevant field.	Rs.14,000 /-
04.	Asstt. Cum Data Entry Operator ,CWC	01	18-35 years.	HS or equivalent	Knowledge in Computer Operation, Experience: at least 1 year in Computer Operation.	Rs.9,000/-
05.	Asstt. Cum Data Entry Operator ,JJB	01	18-35 years.	HS or equivalent	Knowledge in Computer Operation, Experience: at least 1 year in Computer Operation.	Rs.9,000/-
06.	Outreach Worker	02 (1 is to be SC)	18-35 years	Madhyamik or equivqlent	Good Communication skills, Experience: At least 2 years in	Rs.8,000/-

					the relevant field	
07.	Social Worker	02 (1 shall be woman, 1 is to be SC)	18-35 years.	Graduate, preferably in Social Work/ Psychology/ Sociology	Knowledge in Child Psychology is preferable. Experience: at least 2 years in the field of Child Development /Counseling	Rs.14,000 /-

2) The prescribed application form may be downloaded from the website www.darjeeling.gov.in or www.darjeelingpolice.org

3) The envelope containing application must super scribed at the top by the name of the post applied for.

4) Application will be received from 05.06.2015 to 26.06.2015 both by post and by hand in the Office of the District Child Protection Unit, Office of the District Magistrate, Chota Kakjhora (Beside Snow View Hotel), Hill Cart Road, Darjeeling. Pin- 734101

5) Age will be calculated on the basis of 01.06.2015.

6) Application will be supported by self attested

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|-------------------------------|---|
| (a) Two Photographs | (f) Caste Certificate (if applicable) |
| (b) Age proof | (g) Computer Certificate (if applicable) |
| (c) Qualification Certificate | (h) Mobile No. |
| (d) Experience Certificate | (i) Self addressed envelope with requisite postage stamp. |
| (e) Residential proof | |

7) A resident of West Bengal if otherwise eligible can apply for one post only.

8) The posts will be filled up on the basis of written examination of 80 (eighty) marks, computer test of the 10(ten) marks and viva-voce test of 10(ten) marks of successful candidate at the ratio of 1:5.

9) The merit list of successful candidates in the ratio of 1:4 will be prepared for a period of 2 years.

10) The District Level Selection Committee, Darjeeling reserves the right to reject any application not Properly filled in or received after due date.

**Chairperson of the District Level Selection Committee
&
District Magistrate, Darjeeling.**

APPLICATION FORMAT

Application for the post of _____

To
The Chairperson of the District Level Selection Committee
&
District Magistrate, Darjeeling

One self
Attested recent
Passport size
photograph

Sir,

In response to your advertisement in the Uttar Banga Sambad/ Himalayan Darpan / The Telegraph / Dainik Jagaran of 5th June, 2015 that you going to recruit some contractual staff for DCPU, Darjeeling. I beg most respectfully to apply for the above post. My full particulars are given below for your kind consideration.

1. Name of the Applicant(in block letters) : _____
2. Father's / Husband's Name : _____
3. Address for Communication : _____
Post Office: _____ :Block/ Municipality/Corporation _____
District : _____ Pin: _____
Mobile No: _____
4. Permanent Address : _____
Post Office: _____ :Block/ Municipality/ Corporation _____
District: _____ : Pin: _____
5. Date of Birth : _____/_____/_____
6. Age (as on 01.06.2015) : _____/_____/_____
7. Sex (Male/ Female) : _____
8. Caste : _____
9. Nationality : _____
10. Academic Qualification: (From Madhyamik onwards)

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

11. Qualification in Computer : _____
Typing speed w.p.m (for Data Entry Operator only): _____
12. Work experience : _____

DECLARATION

“I hereby declared 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

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NOTICE FOR CONTRACTUAL ENGAGEMENT

The District Child Protection Society (DCPS), Darjeeling invites applications for contractual engagement in various posts in District Child Protection Society (DCPS), Child Welfare Committee (CWC) , Juvenile Justice Board (JJB) under integrated Child Protection Scheme (ICPS) initially for 1 (one) year. Candidates are required to apply in prescribed form available from the website:- <http://www.darjeeling.gov.in> and www.darjeelingpolice.org within 26th June, 2015.

For further information please contact of the offices of the following officers:

- 1) Additional District Magistrate, Office of the District Magistrate, Darjeeling.
- 2) The District Child Protection Officer, Chotta Kakjhora beside Snow View Hotel, Darjeeling.