



Government of West Bengal
Office of the Backward classes welfare & Tribal Development Directorate
8 Lyons Range Kolkata – 700001

Written application is invited for the post of Additional Consultant to Ekalavya Model residential school (EMRS) run under Backward Classes welfare & Tribal Development Department on contract basis for one year likely to be extended on satisfactory performance at a monthly remuneration of Rs.22000/- consolidated. The Candidate will be selected through Interview of 50 marks . There is no written examination . The applicant must be woman belonging to ST community only from West Bengal, Master's Degree /Honors Graduate in any stream (sociology preferable) and age between 25 yrs to 35 yrs. (25 yrs as on 1.1.2017).

The detail guideline is as follow

1 Selection of the Candidate

- a) Name of Post for recruitment : Additional Consultant to EMRS on contract (Eklavya Model Residential School) for one year likely to be extended on satisfactory performance
- b) Number of Post : 1 (One) for ST woman
- c) Remuneration : Rs.22000/- P.M. consolidated
- d) the Candidate would be selected through Interview . There would be no written examination . The Interview will be of 50 marks.

2 Distribution of 50 marks of interview .

- i). Merit : 20 marks . The merit is to be judged upon the marks obtained in Madhyamik or equivalent examination, Higher Secondary or equivalent examination , Bachelor Degree Master Degree . Five marks to be awarded above 60% and Four marks below 60% in the examination .
- ii) Computer Operation : 10 marks
- iii) Communication in English and Tribal Language : 5 marks
- iv) Viva Voce : 15 marks

Total Marks : 50

3 Detail programme of the Interview

- i) Submission of Application Forms : 05-01-2017 to 20-01-2017
- ii) Last date of submission of Application Form. 20-01-2017 till 5-30 PM .
- iii) Interview letter to be sent to candidates tentatively on 25-01-2017.
- iv) Date of interview : Tentative on 09-02-2017 . Time : 11.00 AM Venue: Conference Hall of TDCC (Sidhu Kanu Bhavan) at Salt Lake Sector – III

1. General Eligibility of the candidate for the interview

- a. The candidate must be woman belonging to ST community from West Bengal.
- b. Master's Degree /Honours Graduate in any stream (sociology preferable)
- c. The candidate must be between 25 yrs to 35 yrs. (25 yrs as on 1.1.2017)

- d. Knowledge to work with computer is must
- e. The candidate must be physically fit and mentally alert because she will have to undertake extensive tour in different districts
- f. Must be efficient to communicate in English
- g. To be engaged on contractual basis for one year only likely to be extended on satisfactory performance
- h. The decision of the recruitment committee regarding selection as an eligible candidate is final and binding upon all.

2. Documents Required: (submit only self-attested photocopies)

- a. Copy of Admit Card of Madhyamik Pariksha or equivalent
- b. Copy of ST certificate or certificate of caste by competent authority..
- c. Copy of Mark/Grade sheet of all examinations passed from M.P /equivalent to Graduate/ Master's degree.
- d. Recent colour passport size photo – 1 copy

3. Availability of Application Form: Application Format

The application format along with guidelines is uploaded in the website of Tribal Development Department, MD SC&ST Development and Finance Corporation . MDTDCC. Application Format along with the guidelines will also be made available from 05-01-2017 at the office of the Commissioner BCW, 8 Lyons Range, Kol-1. During Office hour. Downloaded or photocopied application format is acceptable.

4. Submission of Application Form (duly filled)

Duly filled-in application form with necessary documents duly attested will have to be submitted to the Commissioner, Backward Classes Welfare & Tribal Development, 8-Lyons Range, Kolkata-1 by hand or by post only by the specified period of time (From 05-01-2017 to 20.01.2017 till 5.30 PM). Application **Forms will not be received if sent by email/fax.**

5. Cancellation of Candidature:

In case of any discrepancy between the submitted documents and the originals / submission of incorrect information / submission of dubious documents/ **if the form is not filled in according to the guidelines and not supported by the specified documents**, the candidature of the concerned applicant will be cancelled summarily.

Joint Secretary
Tribal Department
& Chairman
Recruitment Committee

APPLICATION FOR THE POST OF ADDITIONAL CONSULTANT TO EMRS
(FOR ST WOMEN ONLY)

(Downloaded or photocopied format will also be accepted)

To
The Commissioner
Backward Classes Welfare & Tribal Development
Government of West Bengal
8, Lyons Range, Mitra Building (2nd Floor)
Kolkata-700001

Paste recent
Passport size
Colour
Photograph

Sir,

I beg to offer my candidature for the post of Additional Consultant to EMRS , this may kindly be considered.

My Particulars are given below:

- 1.Name (Block letters) :
- 2.Name of Father :
- 3.Name of Mother :
- 4.Date of Birth :
- 5.Educational Qualification :
- 6.Mailing address :
- 7.Email ID :
- 8.Mobile Phone/Landline Phone Number:
9. Sub-caste being ST :
- 10.Knowledge about computer :
- 11.Experience if any
- 12.Extra Curricular activities :

I do hereby declare that the above mentioned information as given by me is correct to the best of my knowledge.

Yours faithfully,

Dated:

Signature of Applicant

(N.B. Please attach self attested photocopies of documents supporting age, qualification, caste certificate etc. Filled in application format should reach ' the Commissioner, Backward Classes Welfare & Tribal development , Mitra Building 2nd Floor , 8-Lyons Range Kolkata-1' on or before 20-01-2017 except Saturday , Sunday and other holiday. Application may be submitted by hand or by post only.) The applicant must write at the top of the envelope " APPLICATION FOR THE POST OF ADDITIONAL CONSULTANT TO EMRS"