

Durgapur Municipal Corporation
City Centre, Durgapur 713216

Sealed application(s) invited by The Commissioner, NULM, Durgapur Municipal Corporation, City Centre, Durgapur-16 for engagement of Accountant, DA cum DEO and Community Organizer at CMMU under NULM at Durgapur Municipal Corporation on 'one year contract' basis with a consolidated remuneration for the following post: -

SINo	Name of Post	Qualification & Experience
A	Accountant No of POST - 01(ONE)	Educational Qualification : Bachelor degree in Commerce from Govt. recognized College. Experience: At least THREE years experience in working with any organization of the Govt. Society, Firm, and Association etc. Proficiency in Ms-Office (Word, Excel, Power-point etc..) Age- 18 to 40 years as on 01.04.2015 Remuneration : Rs.14,000.00 per month
B	Dealing Assistant cum Data Entry Operator No of POST - 02(TWO)	Educational Qualification : 10+2 in any discipline and at least 6 month course in Basic Computer. Experience: At least TWO years experience in working with any organization of the Govt. Society, Firm, and Association etc. Proficiency in Internet Operations, e-Mailing and Ms-Office (Word, Excel, Power-point etc..) Age- 18 to 40 years as on 01.04.2015 Remuneration : Rs.12,000.00 per month

SLNo	Name of Post	Qualification & experience
C	Multi Tasking Helper No of POST - 01(ONE)	<p>Educational Qualification: Madhyamik or equivalent exam pass.</p> <p>Experience: At least TWO years experience in any organization in related field.</p> <p>Age- 18 to 40 years as on 01.04.2015</p> <p>Remuneration : Rs.10,000.00 per month</p>
C	Community Organiser No of Post : 06 (SIX)	<p>Educational Qualification: 10+2 in any discipline.</p> <p>Experience: 3-5 years of experience in working with community on social development.</p> <p>Proficiency in MS Office (Word, Excel, Power Point etc) is preferable.</p> <p>Age- 18-40 years as on 01.04.2015</p> <p>Remuneration : 10,000.00 per month</p>

Application form can be down loaded from the Durgapur Municipal Corporation website (www.durgapurmunicipalcorporation.org)

Mode of Selection: Mode of test will depend on number of applications and it will be intimated in due course.

Last date for submission: Application in closed envelope super scribing the post applied for "_____" should reach to the General Section of Durgapur Municipal Corporation by due date i.e. 8th August 2016 upto 2 pm.

Period of Engagement : Engagement is purely contractual. Initial engagement is for ONE year with subsequent renewal based on performance and availability.

Documents to be attached : Self attested photocopies of all documents in support to Age, Educational Qualifications, Experience Certificates, 02 recent passport size photograph, One self addressed envelope with requisite stamp of Rs.10/- .

Applicant shall apply in prescribed format.

National Urban Livelihood Mission

To
The Commissioner
National Urban Livelihood Mission
Durgapur Municipal Corporation
City Centre, Durgapur 713216

Affix Passport Size
Photo

Ref: [Advertisement published in the DMC Website/ Bartaman dated. 24.07.2016](#)

APPLICATION FOR THE POST OF _____

1. Name of the Candidate (in CAPITAL LETTER) :
2. Father's Name :
3. Mother's Name :
4. Date of Birth :
5. Sex : (M/F)
6. Nationality
7. Caste
8. Category:
9. Religion:
10. Marital Status
11. Country:
12. Blood Group:
13. (a) Present Address (IN BLOCK LETTER)

(b) Permanent Address

14. E-Mail

15. District

16. State:

17. Contact No (Mandatory) :

18. Educational Qualifications:

Exam Passed	Board/University	Subject	Marks Obtained

19. Working Experience:

DECLARATION

I do hereby declare that the above statements are true and correct to the best of knowledge and belief

Place :

Full Signature of the Candidate

Date: