

WALK-IN-INTERVIEW

Walk-in-interview will be held in the office chamber of Addl. District Magistrate (General), D.M's Office, Cooch Behar on 27.04.2022 at 11.00 a.m. for selection to the post of (i) 'Clerk' under Cooch Behar Collectorate on contract basis with fixed remuneration amounting to Rs. 10,000/- (Rupees ten thousand) only per month for a period of 01 (one) year as per following conditions.

For 'Clerk' on Contract Basis	
1	Retired Govt. Employee with no adverse record in service career.
2	Aged below 64 years as on 01.04.2022
3	Optimum level of physical fitness.

- Candidates must carry application in prescribed format, all original documents in support of the candidature as mentioned above along with a set of photocopy, 01 (one) passport size colour photograph [duly pasted at the space provided in the application format] and reach/report before 01 (one) hour of the interview time.
- No TA/DA is admissible for attending the interview.
- Application format is available in the website address : www.coochbehar.gov.in

And

Walk-in-interview will be held in the office chamber of Addl. District Magistrate (General), D.M's Office, Cooch Behar on 27.04.2022 at 11.00 a.m. for selection to the post of (ii) 'DEO' in treasuries of this district on contract basis with fixed remuneration amounting to Rs. 10,000/- (Rupees ten thousand) only per month for a period of 01 (one) year as per following conditions.

1	Retired Govt. Employee with no adverse record in service career.
2	Minimum 03 (three) years working experience in treasuries.
3	Aged below 64 years as on 01.04.2022.
4	Working knowledge of computer.
5	Optimum level of physical fitness.

- Candidates must bring filled in application form in prescribed format along with 01 (one) set of Xerox copy of required documents (plus original) in support of the candidature as mentioned at 1,2,3&4 above, 01 (one) passport size colour photograph [duly pasted at the space provided in the application format].
- No TA/DA is admissible for attending the interview.
- Application format is available in the website address : www.coochbehar.gov.in


District Magistrate,
Cooch Behar

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE : COOCH BEHAR
(ESTABLISHMENT SECTION)

Memo No. : G/ 813 (36) II-260

Dated : 11/04/2022

Copy forwarded for information and wide publicity to :

- 1-5. The Sub-divisional Officer, Sadar, Cooch Behar/ Dinhata/ Tufanganj/ Mathabhanga/ Mekhliganj.
- 6-17. The Block Development Officer, Cooch Behar-I/Cooch Behar-II/Tufanganj-I/Tufanganj-II /Dinhata-I/ Dinhata-II/Sitai/Mathabhanga-I/ Mathabhanga-II/ Sitalkuchi / Mekhliganj/ Haldibari.
- 18-23. The Treasury Officer, Cooch Behar-I/Cooch Behar-II/ Dinhata/ Tufanganj/ Mathabhanga/ Mekhliganj.
24. The District Informatics Officer, NIC, Cooch Behar with request to upload the above advertisement and prescribed application formats (enclosed) to the website (www.coochbehar.gov.in).
25. The Nezarath Deputy Collector, Cooch Behar for information and taking necessary action.
- 26-36. The _____

Spare copy for Office Notice Board / CA to D.M. / ADM(G) / ADM(D).



For District Magistrate,
Cooch Behar.

APPLICATION FORMAT

**(for the post of 'Clerk'
on contract basis under Cooch Behar Collectorate)**

POST APPLIED FOR : CLERK

Affix Passport size
recent colour
Photograph and
sign across

1	Name (in capital letters)	
2	Father's Name	
3	Address for communication with PIN	
4	Permanent address with PIN	
5	Contact No.	
6	Date of Birth	
7	Age as on 01.04.2022	_____ Years _____ Months _____ Days
8	Working Experience	
9	Extent of Computer Knowledge, if any	
10A	PPO No. / Certificate from the last DDO (Copy to be submitted)	
10B	Integrity Certificate from last Head of Office / DDO (Copy to be submitted)	Yes / No
11	Please give 2(two) options for place of posting (name of the Sub-division / Block / Other Place), if selected	i. ii.

Date :

Signature of the Candidate in full

APPLICATION FORMAT

(For the post of 'Data Entry Operator' on contract basis
in treasuries in Cooch Behar District)

POST APPLIED FOR : Data Entry Operator

Affix Passport size
recent colour
Photograph and
sign across

1	Name (in capital letters)	
2	Father's Name	
3	Address for communication with PIN code	
4	Permanent address with PIN code	
5	Contact No.	
6	Date of Birth	
7	Age as on 01.08.2019	_____ Years _____ Months _____ Days
8	Working Experience in Treasuries with duration (Proof to be submitted).	
9	Computer Knowledge	
10	PPO No. / Certificate from the last DDO (Copy to be submitted)	
11	Integrity Certificate from last Head of Office / DDO (Copy to be submitted)	Yes / No
12	Please give 2(two) options for place of posting (name of the Treasury), if selected	i. ii.

Date :

Signature of the Candidate in full