



Government of West Bengal
Office of the District Magistrate
&
District Project Director
Sarva Shiksha Mission, Bardhaman
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NOTIFICATION

Notification No. 684/SSM/1-64/2016

Dated.22.07.2016

In cancellation of the previous notification, applications from eligible candidates are hereby invited afresh to fill up the following posts on purely temporary contractual basis for District Project Office ,SSM,Burdwan for implementation of manifold activities of Sarva Shiksha Mission,Bardhaman.

Sl	Name of the Post	No of Post Vacant	Consolidated Remuneration per month	Eligibility Criteria
1.	District Planning Coordinator	1 (One)	Rs.18401.00	a)Hons.Graduate /Post Graduate in Economics/Commerce from any recognized Univeristy with at least 50% marks b)Experience : At least 1 (One) year in project work is desirable c) Age: Below 35 years as on 01.01.2016
2.	Jr.Accountant	1(One)	Rs.15080.00	a)Hons.Graduate /Post Graduate in Commerce from any recognized University with at least 50% marks. Knowledge of Accounting Software “TALLY ERP” is desirable. b)Experience : At least 1 (One) year experience in Accounts/Audit /Finance from a reputed Organization . c) Age: Below 35 years as on 01.01.2016
3.	UDA(Cashier)	1(One)	Rs.15577.00	a)Hons.Graduate /Post Graduate in any subject from any recognized University with at least 50% marks b)Experience : At least 2 years experience in Accounts/Audit /Finance/Office Work in a reputed Organization c) Age: Below 35 years as on 01.01.2016

Following points must be read before filling up the application format:

- 1.Candidates must be a Citizen of India
- 2.Candidate should apply for one post only .
- 3.Only qualified ,dynamic and hardworking people agreeable to work on project mode and even beyond normal office hours and holidays will be engaged .

All posts will be filled up through written Test followed by Viva Voce only.

Recruitment will be made on purely contractual basis and initially for one year extendable up to period of 3 (three) years on the basis of satisfactory performance. A contractual agreement is to be entered into with the selected applicant. No selected person has any claim for permanent employment as this is purely a temporary assignment and will remain valid up to contractual period.

Application in the prescribed format along with all copies of documents duly attested and two copies recent colour photograph duly attested and pasted in proper place of the application must reach District Project Office ,SSM, Burdwan ,New Administrative Building ,3rd Floor,Court Compound ,Bardhaman Pin-713101 West Bengal by **31.08.2016** positively. **Application Form is to be downloaded from the official website www.bardhaman.nic.in.**

Documents to be enclosed with the application:

1. Attested photocopies of the documents showing Educational Qualification, Age, Caste, Experience etc.
2. Two copies of recent Passport port size Colour Photograph duly self attested. One copy should be affixed on top of the application format and another copy should be attached with the application format.
3. One self addressed (Full address with PIN Code & Land mark must) Envelope (Size 9" x 3")
4. Bio data in the prescribed Application Format.

The name of the post applied for must be written in capital letters on top of the Envelope containing the application form along with other documents.

Incomplete/ defective/illegible application is liable to be cancelled straight forward without assigning any reasons whatsoever from this end.

No relaxation in age & qualification will be allowed and recruitment will be made strictly following the eligibility criteria as stated in the table above.

Statutory Disclosure:

Mere submission of application for any post does not confer upon the applicant the right to be called for written test or viva voce. The decision of the authority of SSM Bardhaman in this matter shall be final and binding upon all concerned.

**SD/-
District Project Officer
SSM,Burdwan**