



West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

Memo. No.2717-MDC/Area alloc.-15

Date:25.09.2017

Notice of engagement of Recovery Agent (RA)

WBMDFC invites application for Recovery Agent as purely temporary engagement on contract basis (not a Govt. Employment).

Eligibility:

- i. Qualification : a) Minimum Higher Secondary passed.
b) Basic Computer knowledge (i.e. MS Word, MS Excel, Power point, MS Access, internet)
- ii. Age on 01.01.2017 : Between 20 years to 40 years
- iii. Community : The applicant must be in minority community (Muslim, Christian, Buddhist, Parsee, Sikh & Jain), and resident of the concerned area where the vacancy exists.

The recovery agents are to be engaged temporarily for the following locations:

Sl.No.	District	No. of RA to be Engaged	Area of Engagement	Walk in Interview Held on
1	Alipurduar	1	Alipurduar – I Block, Alipurduar –II Block and Kumargram Block	14.10.2017
2	South 24 Parganas		Budge Budge – I Block, Budge Budge Municipality, Maheshtala Municipality, Pujali Municipality, Thakurpukur Block	14.10.2017
3	Hooghly	1	Serampur-Uttarpara Block, Dankuni Municipality, Konnagar Municipality, Rishra Municipality, Serampur Municipality, Uttarpara Kotrang Municipality, Baidyabati Municipality of Serampur Subdivision.	14.10.2017
4	Howrah	1	Bagnan- II Block, Shyampur –I Block and Shyampur – II Block	14.10.2017
5	Nadia	1	Tehatta –I Block and Tehatta II Block	14.10.2017
	Total	5		

A Walk –in –interview will be held on (mentioned in the last column) at **11 a.m.** Interested Candidates are requested to report at the office of the West Bengal Minorities Development & Finance Corporation, AMBER, DD-27/E Sector– I, Salt Lake, Kolkata-700064 within 10.00 A.M. along with the following Documents for verification:

1. Bio Data of the Applicant (In proper format Annexure- A)
2. Original Mark sheet of the all Examinations along with one set of self attested photocopy of the above Mark sheets.
3. Original Academic document containing Date of Birth of the Applicant.
4. Any original Photo Identity Card (EPIC or Aadhar card) be produced for verification and also submit self attested photocopy of documents at the time of interview.
5. 2 pcs Passport size colour photograph of the applicant.

The applicants whose engagement was earlier terminated are not eligible.


Managing Director
WBMDFC