

GOVERNMENT OF WEST BENGAL
Office of the Chief Medical Officer of Health, Jalpaiguri
(District Health Administrative Building, 1st Floor, Hospital Road, Jalpaiguri)
Telephone No: 03561-225380

Memo No. CMOH_JAL/ DHFWS/ 631 /2021

Dated, Jalpaiguri 03.06.2021

Recruitment Notice for the post of Data Entry Operator (DEO)
for the Establishment of RT-PCR Laboratory at District Hospital, Jalpaiguri

In connection with the G.O. No. HF/O/MERT/438/HFW-45023(13)/6/2021 Dated 10.05.2021 the interested eligible candidates are requested to submit application for engagement of Data Entry Operator (DEO) on Temporary basis initially for three (03) months only, in the Establishment of RT-PCR Laboratory at District Hospital, Jalpaiguri.

Candidates are requested to download prescribed application format (attached herewith) and must submit filled up application and self attested copy of testimonials in an envelope superscript with the name of the post by hand/ registered post/ speed post to the CMOH & Secretary, DH&FW Samiti, Jalpaiguri, CMOH Office, 1st floor, District Health & Administrative building, Hospital Para, Jalpaiguri-735101 on or before 11.06.2021 at 5:30 PM (Only working days). Department will not be responsible for any postal delay/missing.

Sl. No.	Name of the Post	No. of Post	Qualification	Remuneration (Per Month) as per G.O. No.- H&FW/164/20 Dt. 09.05/2020	Scale of Scoring
01	Data Entry Operator (DEO)	02	<ul style="list-style-type: none">Graduate or equivalent degreeOne (01) year diploma course in Computer from state/central Govt. approved Institutes.	Rs.13000/- (Consolidated)	<ul style="list-style-type: none">Computer Test-40 MarksInterview-10 MarksTotal-50 Marks

Venue of Computer Test / Interview: CMOH Conference Hall, DRS Building, CMOH Office, Jalpaiguri

Date of Computer Test / Interview: 13.06.2021

Reporting Time : 10:30 AM to 11:30 AM.

Important Information for the candidates:

- Filled up application (in prescribed format)
- Admit Card & Mark Sheet of Madhyamik Examination or Equivalent,
- Mark Sheet Higher Secondary or equivalent.
- All Mark Sheets (Semester/Year wise) of Graduate Degree
- Mark Sheets (Semester/Year wise) and certificate of One (01) year diploma course in Computer from state/central Govt. approved Institutes.
- Photo copy of Voter card /Aadhaar card / other address proof.
- No TA/DA will be paid to the candidates for the selection test / interview.
- Self attested recent 02 (Two) copies passport size photo to be pasted one in application form another copy of passport size photograph at the time of interview
- Carry original documents along with self attested photocopy of all required documents as per post criteria.
- Commencement of submission of application from 04.06.2021
- Closing date of submission of online application 11.06.2021 up to 5:30 PM
- For postal delay, Department will not be responsible.
- Eligible candidate list for Computer test and interview will be published in the website www.jalpaigurihealth.com on 12.06.2021
- Any omission/suppression of information shall lead to rejection of application or candidature at any stage of the process without further intimation. The conditions so prescribed shall not be relaxed.


Chief Medical Officer of Health
Jalpaiguri

03/06/2021

Copy forwarded for information:-

1. The Mission Director (NHM) & Executive Director, West Bengal Health & Family Welfare Samiti
 2. The MD, WBMSCL
 3. The Secretary, D&E Branch
 4. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan, Kolkata-91
 5. The Director of Medical Education, Govt. of West Bengal, Swasthya Bhawan, Kolkata-91
 6. The Director of Finance, NHM, West Bengal Health & Family Welfare Samiti
 7. The OSD (Public Health), North Bengal
 8. The District Magistrate, Jalpaiguri
 9. The District Magistrate (Health), Jalpaiguri
 - 10-16. The Dy.CMOH-I,II, III, ZLO, DMCHO,DPHNO,& DTO, Jalpaiguri
 17. The Superintendent, DH, Jalpaiguri
 18. The OC Health, Jalpaiguri
 19. The System Coordinator, IT Cell, Health & Family Welfare Department, Swasthya Bhawan, Kolkata-91
- with request to publish the advertisement in the website www.wbhealth.gov.in
20. Office Copy

CMOH & Secretary
DH & FW Samiti, Jalpaiguri

03/06/2021

Registration / Roll No. _____ (for office use only)

Application for the post of.....

(Advertisement No. CMOH_JAL/ DHFWS/ 631 /2021 Dated: 03.06.2021)

To,
The CMOH & Secretary,
DH&FW Samiti, Jalpaiguri.
CMOH Office, 1st floor, District Health & Administrative building,
Hospital Para, Jalpaiguri-735101

Paste a recent
Passport size
Photo

1. Name of the Applicant (In Block Letters) :
2. Father's/Husband Name (In Block Letters) :
3. Permanent Address (In Block Letters) : _____

Post Office: _____

District: _____ PIN : _____

4. Sex :
5. Date of Birth (DD/MM/YYYY): ____/____/____
6. Age as on 01.01.2021: _____ Years _____ Month(s) _____ Day(s)
7. Caste (General/SC/ST/OBC) :
8. Mobile No. :
9. e-mail Id :

10. Essential Qualification & Other (Attested/ Self Attested copy must be submitted with the Application):

Examination Passed	Year of Passing	Board / University / Institution	Total Marks (Excluding Optional)	Marks Obtained (Excluding Optional)	% of Marks
Madhyamik (10 th)					
HS (10+2)					
Graduate Degree					

11. Computer Knowledge (Attested/ Self-Attested copy must be submitted with the Application):

Name of Course	Duration of Course	Year of Passing	Board / University / Institution

Declaration

1. I do hereby declare that all particulars furnished above are correct and all documents / testimonials submitted are in order.
2. I am fully aware that this is a casual engagement purely on temporary basis initially for a period of 03 (three) months.
- 3. I also understand that if any information furnished is found to be materially incorrect or incomplete, I will be liable for the consequent action.

Place:

Date:

Signature of the Applicant

Handwritten signature