

# Balurghat Mahila Mahavidyalaya

Balurghat, Dakshin Dinajpur, West Bengal- 733101

Advertisement Number: 10/Advt. 2018-231 Date. 28-06-2018

## Advertisement for Non Teaching Post

Applications in the prescribed format are invited from Indian Citizens for recruitment to the following under mentioned Non Teaching posts (Clerk and Group-D) in Balurghat Mahila Mahavidyalaya, Balurghat, Dakshin Dinajpur, West Bengal.

The application should reach the Office of the Principal from 2-07-2018 to 12-07-2018.

Sl No.	Name of the Post	Category	No of Posts
<b>A. Clerk</b>			
1	Clerk	OBC-A	One
2	Clerk	UR	One
3	Library Clerk	Single Cadre	One
<b>B. Group-D</b>			
1	Peon	UR-EC ( Exempted Category)	One
	<i>Lab Attendant</i>		
2	Chemistry	SC	One
3	Computer Science	UR -Persons with Disability	One
4	Zoology	OBC-A EC(Exempted Category)	One
5	Botany	UR	One

### Minimum Qualification:

Clerk: Madhyamik Passed and Basic Knowledge of Computer Application is desirable.

Group -D : Class VIII Passed

Age Limit: As per the Government Norms

### Salary:

Clerk: Pay band+Grade Pay (5400-25200) + 2600

Group D: Pay band+Grade Pay (4900-16200) + 1700

The application in the prescribed format along with bio-data and attested copies of all necessary testimonials, one self addressed envelope and a demand draft of **Rs. 200/- (Two hundred)** for the post of Clerk and **RS. 100/- (one hundred)** for the post of Group-D (Draft to be drawn in favour of Principal, Balurghat Mahila Mahavidyalaya payable at Balurghat) should be sent to the Principal, Balurghat Mahila Mahavidyalaya, Balurghat, Dakshin Dinajpur, Pin – 733101 within the working hours of 2-07-2018 to 12-07-2018.

Application should be sent by India Post only. **Application and Bio-Data Proforma is available from the College Notice Board and College Website [www.balurghatmmv.com](http://www.balurghatmmv.com).**

Post Applied For with Category should be clearly mentioned on the top of the envelope carrying the candidate's application.

(Dr Biman Chakraborty)

Principal, Balurghat Mahila Mahavidyalaya.

**Principal**  
**Balurghat Mahila**  
**Mahavidyalaya**



Advertisement No.....

To

The Principal

Balurghat Mahila Mahavidyalaya

Balurghat, Dakshin Dinajpur,

Pin-733 101.

One recent passport  
size photograph duly  
signed by the candidate  
to be pasted here

Sir

With reference to your Advt. published in the .....

I, came to know that you are inviting application for recruitment to the Non-Teaching Posts. I therefore would like to offer myself as a candidate for the following post.

**Particulars to be filled in BOLD CAPITAL LETTERS**

<b>1</b>	<b>Post Applied For</b>	
<b>2</b>	<b>Category</b>	

**BIO-DATA**

- 3 Name of the Applicant :**
- 4 Father's /Husband's Name :**
- 5 Date of Birth :**
- 6 Age as on 01-07-2018 :**
- 7 Gender: Male/Female :**
- 8 Nationality :**
- 9 Religion :**
- 10 Permanent Address :**
- 11 Address for Communication with pin code :**
- 12 Contact Number :**

## 13. EDUCATIONAL QUALIFICATION

Name of the Examination	School/Board	Year of Passing	Division/Grade	Full Marks (Total)	Marks Obtained (Total)	% of total Marks obtained

14. Knowledge of Basic Computer Application :

15. Experience (if any) :

## 16. Bank Draft Details

Amount (Rs) :

Bank Draft Number and Date :

Payable at :

## 17. Copies of testimonials enclosed

a.

b.

c.

d.

e.

## Declaration

I, ....., do hereby declare that all the information given in this application form are true to the very best of my knowledge and belief.

Place:

Date:

Full Signature of the candidate