



**OFFICE OF THE BOARD OF COUNCILLORS**  
**Kanchrapara Municipality**

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS

PHONE: 2585 9391; FAX: 2585 8247; E-mail id: [kchpara@yahoo.com](mailto:kchpara@yahoo.com)

Employment Notice No. 01 / KPM /AMRUT Dated Kanchrapara the 30<sup>th</sup> Dec.,2015

Applications in the “prescribed Format” are invited from the eligible candidates for purely contractual engagement of Specialists /Experts at CMMU for the following posts under Atal Mission for Rejuvenation and Urban Transformation ( AMRUT ) along with the provision of subsequent renewal after every one year based on satisfactory performance appraisal under AMRUT under Kanchrapara Municipality.

Sl. No.	Name of the Post	No. of Post	Upper age limit as on 01.04. 2015	Required Educational Qualification, Experience etc.	Contractual Remuneration
1	URBAN PLANNER	01 (U.R.)	40 Years	Academic Qualification: Graduate Degree in Planning / Social Science /Architecture / Civil Engineering/Post Graduate in Social Science having specialization paper in Urban Development. EXPERIENCE: Urban Planner / Management Expert having strong background in project management with 03-05 yrs. experience. Experience in working with urban development projects / programmes. Experience in urban reforms and capacity building programmes for ULBs.	Rs. 50,000/p.m (Consolidated)
2	URBAN INFRASTRUCTURE SPECIALIST	01 (U.R.)	40 Years	Academic Qualification: Graduate Engineer preferably Civil Engineering from any recognized university. EXPERIENCE: Have a broad range of experience in urban infrastructure and a strong background in public health engineering, especially water supply and sanitation. Have at least 03-05 years experience in designing and managing municipal infrastructure projects. Be very familiar with the laws and procedures of the Indian municipal environment.	Rs. 50,000/p.m. (Consolidated)

### General Information

- i) No application fee is required.
- ii) Age shall not be below 18 years and not above 40 years as on 01/04/2015. No relaxation of age is allowed.
- iii) The candidates who do not have the required academic qualifications, competencies and working experiences mentioned and who do not have capacities to discharge the responsibilities **need not apply**. Applications received from candidates not having the minimum academic qualifications, competencies and work experience will be summarily rejected. The candidates must be agreeable to work anywhere as per needs of the Department and must be people friendly and having serving attitude and capacity to work in a team and on project mode. Those unable to join immediately after selection **need not apply**.
- iv) Application has to be made in the prescribed format (attached with this notification) only. Candidates must submit, along with applications, self attested copies of all documentary evidences in support of their academic qualifications, age, working experiences and one copy passport size colour photograph and "No objection certificate" from Authority if the candidate is presently engaged in any service. The application form will have to be filled up on the basis of facts which they will have to substantiate subsequently showing the originals during the selection process, failing which their candidature will be cancelled.
- v) The applications must be completed in all respects. Incomplete applications or applications received after last date will be summarily rejected.
- vi) One application shall be made for one post only. Application made for both of posts shall be liable to be rejected.
- vii) Application Form (as per prescribed format in A4 size paper) can be downloaded from the official website of the municipality .  
(website – [www.kanchraparamunicipality.org](http://www.kanchraparamunicipality.org))
- viii) The envelope containing application and all enclosures should be **superscribed** as –  
"APPLICATION (UNDER AMRUT) FOR THE POST OF..... at Sl. No. ...."  
and may be sent through registered / speed post to :
- The Chairman**  
**Kanchrapara Municipality**  
**42, Lenin Sarani (East), Kanchrapara**  
**P.O.-Kanchrapara, Dist.- North 24 Parganas**  
**PIN- 743145, West Bengal.**
- Or may be submitted directly to the Receiving Section of the municipality.
- ix) Three self addressed envelopes shall be attached with the application, one with postage stamps of Rs.40/(forty only).
- x) Please do not send application through e-mail.

- xi) No T.A. / D.A. will be paid to the candidates for appearing at the selection test / interview.
- xii) Selection will be done through written test followed by viva-voce. Date of selection / examination shall be conveyed after short listing of candidates.
- xiii) The contractual engagement is one year at a time along with the provision of subsequent renewal after every one year based on satisfactory performances and it shall not entitle any right of permanent / temporary absorption in the service of Kanchrapara Municipality when the contractual terms will expire.
- xiv) Decision of the City Level Selection Committee shall be final in the matter of selection of eligible candidates. Authority reserves the right to cancel all / any application without assigning any reason. Canvassing in any manner shall lead to disqualification of candidature.
- xv) All the intending Candidates are requested to follow their e-mail I.D., mobile SMS Text Box, municipal website ([www.kanchraparamunicipality.org](http://www.kanchraparamunicipality.org)), Municipal Affairs Department website ([www.wbdma.gov.in](http://www.wbdma.gov.in)) and CMU website ([www.changeekolkata.org](http://www.changeekolkata.org)) regularly for updates.
- xvi) The last date & time of receiving application is 21/01/2016 up-to 5-00 p.m.

*Bany*  
30/12/15  
Chairman  
Kanchrapara Municipality  
Chairman  
Kanchrapara Municipality

Memo No. 4278/1(10)

dt. 30.12.2015

Copy forwarded for information and with a request to take necessary action and for wide publication in the official website to:

- i) The Director, SUDA & WBSULM, ILGUS Bhavan, H.C. Block, Sector-III, Bidhannagar, Kol-106
- ii) The Principal Secretary, Municipal Affairs Dept., Writers' Buildings, Kolkata-01
- iii) The State Mission Director, AMRUT, W.B. & The Joint Secretary to the Govt. of W.B., M.A. Dept. Writers' Buildings, Kolkata-01
- iv) The Deputy Director, DLB, Purta Bhavan, Salt Lake, Kol.-91.
- v) The Deputy Director, CMU, ILGUS Bhavan, H.C. Block, Sector-III, Bidhannagar, Kol-106
- vi) The District Magistrate, North 24 Pgs., Barasat, North 24 Pgs
- vii) The Executive Engineer, MED, Div.-1, Barasat, North 24 Pgs.
- viii) The SDO, Barrackpore, North 24 Pgs.
- ix) The Director, Central Employment Exchange, (P& E Sec.), Purta Bhavan, Salt Lake, Kol-91
- x) The Employment Officer, R.E.E. / D.E.E., Barasat / Barrackpore, North 24 Pgs.

*Bany*  
30/12/15  
Chairman  
Kanchrapara Municipality  
Chairman  
Kanchrapara Municipality



6) (B) Permanent Address:

.....  
 Town /City.....Dist.....  
 PIN.....State.....

7) Contact Details ( Must ) : Mobile No. ....

E-mail ID.....

8) Academic Qualifications :

Sl. No.	School/Board/University/ Instt.	Degree/Diploma	Year of Passing	Division/ Class	Marks Obtained (%)	Spl. Subject (Where necessary)

9) Additional Qualification (if any) :

.....  
 .....

10) Present Occupation (if any) :

(a) Designation : .....

(b) Name & Address of Employer / Organization:.....  
 .....

11) Professional Experiences :

Sl. No	Name of the Organization	Name of the Post	Period of working experience	Status of job (permanent / Temporary)	Nature of duties	Experience Certificate Enclosed (Yes/No)	Any other Information (if any)

12) Language Known (Reading / Writing / Speaking) :

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**Declaration:**

I hereby declare that all the statements made by me in the application form are true and complete to the best of my knowledge and belief and nothing has been concealed or suppressed.

If any information found to be incorrect/false at any stage of the selection process or if any fact found to have been concealed by me or detected even after the appointment, my engagement shall be liable to be terminated and appropriate legal action shall be taken against me.

Date:

Place:

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 Full signature of the candidate