

## Notice of Vacancy

OFFICE OF THE MUNICIPAL COUNCILLORS

### MADHYAMGRAM MUNICIPALITY

**Employment Notice** : MM/CHAIR/ AMRUT/2250/2015-16, Dated: 05.12.2015.

Application in the "Prescribed Format" is invited from the eligible candidates for purely contractual engagement of Specialists /Experts 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 Madhyamgram Municipality.

Sl.No.	Name of Post	Qualification / Experience / Remuneration
1	Urban Planner	<p><b>a) No. of posts-</b> One</p> <p><b>b) Educational Qualification:</b> Post Graduate degree in Planning/Social Science/ Architecture/ Civil Engineering having specialization/paper in urban development or planning or environment related subjects.</p> <p><b>c) Experience:</b> Urban Planner/ Management Expert, with strong background in project management with 3-5 yrs in a managerial position</p> <ul style="list-style-type: none"><li>• Experience in working with Urban Development Programmes</li><li>• Experience in Urban Reforms and Capacity Building programmes for ULBs</li></ul>
2	Urban Infrastructure Specialist	<p><b>a) No. of posts-</b> One</p> <p><b>b) Educational Qualification:</b> Graduate engineer from recognized university. Have a broad range of experience in urban infrastructure and a strong background in public health engineering, especially water supply and sanitation</p> <p><b>c) Experience:</b> Have at least 3-5 yrs. experience in designing and managing municipal infrastructure projects,</p> <p><b>d) Other Qualifications:</b> Be very familiar with the laws and procedures of the Indian municipal environment.</p>

Terms and Conditions are noted below

2 The upper age limit of the specialists/ experts to be engaged in CMMU will be 40 years as on 01.04. 2015

3 Contractual monthly remuneration for each post will be Rs. 50,000/- only

4 Candidates must furnish the self-attested photo copies of all testimonials and certificates issued by the competent authority along with application.

5 Candidates should apply in the prescribed Application Form to be downloaded from the Website in A4 size paper.

6 Candidates should enclose self-attested photocopy of the age proof certificate with the application.

7 Self-attested recent passport size photo to be pasted on Application Form and name of the post for which applied must be mentioned on the cover of the application and the top of the application form as "Application for the post of ..... under AMRUT"

8 Application should reach on the following address.

Madhyamgram Municipality,  
P.O.: Madhyamgram,  
Dist. North 24 Parganas,  
Kolkatta-700 129.

9 Candidates are requested to view the Website of Municipal Affairs Department ([www.wbdma.gov.in](http://www.wbdma.gov.in)) and of CMU ([www.changekolkata.org](http://www.changekolkata.org)) and Madhyamgram Municipality ([www.madhyamgrammunicipality.org](http://www.madhyamgrammunicipality.org)) and "West Bengal State Mission for Employment" website for further details.

**LAST DATE OF SUBMISSION OF APPLICATION IS 04.01.2016 upto 4 pm.**

Chairman

CLSC, Madhyamgram Municipality  
CHAIRMAN  
Madhyamgram Municipality  
North 24-Parganas



**5) Nationality:**

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**6) Address :**

**6.1.Address for Correspondence (IN CAPITAL LETTER) :**

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.....  
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Town/City: .....

State .....

PIN.....

**6.2 Permanent Address (IN CAPITAL LETTER):**

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..... Town/City: .....

State ..... PIN.....

**7) Contact Details:**

i) Mobile:

ii) Residence: iii) E-mail id: 8) Academic Qualification:

Sl. No.	School/Board/univ./ Inst.	Degree / Diploma	Year of Passing	Duration	Percentage of marks obtained

9) Additional Qualification(If any):

10) Present Occupation (If any):

a.Designation.....

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b. Name & Address of Employer / Organization.....

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**11) Experience :**

Sl. No	Name of the Organization	Name of the Post	Experience		Whether the job is permanent/contractual	Nature of Work Done	Experience Certificate Enclosed (Y/N)
			Year	Month			

**12) Language Known:**

Language	Reading	Writing	Speaking

**13) Check List of documents (Put Tick mark in the Box)**

Sl. No.	Documents	Y/N	No. of documents enclosed (Photocopies)
1	Proof of age		
2	Proof of Academic qualification		
3	Proof working experience		
4	Copies of recent passport Size photographs		
5	No objection from present employer		

**Declaration:** I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement. These conditions are acceptable to me and I fulfill these conditions. The details mentioned in the Application are true and I shall furnish the necessary documents in original whenever required.

If any information/details 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 likely to be terminated.

**Date:**

**Place:**

.....  
**Full Signature of the Candidate**

ADMIT CARD

**(for written examination only)**  
**TO BE FILLED IN BY THE CANDIDATE**

Paste Passport  
size Photo duly  
attested  
  
(not to sign now)

Name of the post :-

- 1) Name:-
- 2) Father's/Husband's Name:-
- 3) Postal Address:
- 4) Date of Birth:

**Note: - Bring all original certificates in support of Age, Educational Qualification, working experience & NOC from concern Authority if present working any organization.**

Signature of the Candidate

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**TO BE FILLED IN BY THE APPLICATION RECIVING AUTHORITY**

ROLL NO .....

Name of the Examination / Interview Centre With complete address :

Date of Examination / Interview and time :

Reporting time at the Centre :

Signature of the Executive Officer