



☎ 03481-230770
✉ dumkalcollege@gmail.com

Dumkal College

Dumkal ★ Murshidabad

Employment Notification No. 01/2016

Date: 14-11-2016

Notification of vacancy in Non-Teaching Posts

LIST OF VACANCIES

SL. No.	Name of the post	No. of the post	Reservation Category	Pay Band	Grade Pay	Qualification
1	Clerk (L.D.)	2(two)	1.Gen, 2. Gen (EC)	Rs.5,400-25,200	Rs.2,600	Passed School Final/Madhyamik or its equivalent or Old H.S. in lieu of School Final / Madhyamik or its equivalent. In addition to above Computer Operating Knowledge & Computer Typing Knowledge is Required. You have to appear the Computer Proficiency Test & Computer Typing Test.
2	Library Clerk	1(one)	Gen	Rs.5,400-25,200	Rs.2,600	Same as for Clerk (L.D.)
3	Electrician-Cum-Caretaker	1(one)	Gen	(i) Rs.5,400 - 25,200 (if ITI or equivalent passed) OR (ii)Rs.4,900-16,200 (if with 2 years experience)	(i) Rs.2,600 (if ITI or equivalent passed) OR (ii) Rs.1,800 (if with 2 years experience)	(i) Passed ITI or equivalent OR (ii) Passed Class VIII from any School recognized or affiliated by Board / Council or equivalent AND with at least 2 years' working experience.
4	Lab. Attendant (Physics)	2(two)	1. OBC-A 2. SC (EC)	Rs.4,900 -16,200	Rs.1,700	Passed Class VIII from any School recognized or affiliated by Board / Council or equivalent
5	Lab. Attendant (Chemistry)	1(one)	Gen	Rs.4,900 -16,200	Rs.1,700	Same as for Lab. Attendant (Physics)
6	Lab. Attendant (Computer)	1(one)	OBC-B	Rs.4,900 -16,200	Rs.1,700	Same as for Lab. Attendant (Physics)
7	Lab. Attendant (Geography)	1(one)	Gen (EC)	Rs.4,900 -16,200	Rs.1,700	Same as for Lab. Attendant (Physics)

Applications are invited in plain paper (one can follow the sample format given below) with documents mentioned below should reach only by post within 10 days of the publication of this advertisement to (any one address will be sufficient):

Post Box No. SV141116, Sangbad Pratidin, 20, Prafulla Sarkar Street, Kolkata - 700072 West Bengal
OR

Post Box No. SIO 16150, The Statesman, 4 Chowringhee Square, Kolkata - 700001 West Bengal.

Requisite enclosures with the application: Self attested photocopies of: (1) Address Proof¹, (2) Age Proof², (3) Caste Certificate (if applicable), (4) Proof of Academic Qualifications, (5) Proof of Reservation for EC (if applicable), (6) Experience Certificate (if any) , (7) two self-attested passport size photographs and one stamp-size photograph and (8) a self-addressed envelope.

Age limit is as per Government rules.

[Explanation – (1) **Any one** of the following documents will be considered as address proof:

- (a) Voter Identity Card (EPIC),
- (b) Aadhar Card
- (c) Passport

- (2) The age for the posts with pay band Rs.5,400 - 25,200 with grade pay Rs.2,600 shall be calculated on the basis of the date of birth recorded in the certificate or admit card of the qualifying examination (where the date of birth has been mentioned);

AND

The age for the posts with pay band Rs.4,900 -16,200 with grade pay Rs.1,700 shall be calculated on the basis of date of birth recorded in the Birth Certificate issued by the Birth Registrar and /or the certificate issued by the Headmaster/Headmistress of a school, where the candidate actually studied on the basis of date of birth recorded in the Admission Register. In conflict, the date of birth recorded in Birth Certificate issued by the Birth Registrar shall prevail.]

Written test and interview will be held for the posts of Clerk, Library Clerk and Electrician-Cum-Caretaker.

For the posts Lab. Attendant (Physics), Lab. Attendant (Chemistry), Lab. Attendant (Computer) and Lab. Attendant (Geography) the candidates will be selected only through interview.

- TEST Patterns: A. Written Test: 40 multiple choice questions (MCQ) on General Knowledge, Current Affairs, General English, General Arithmetic for the posts of Clerk, Library Clerk and Electrician-Cum-Caretaker. Each question will carry 1(one) mark. There will be no negative marking.
- B. Personality Test will be of 10 marks [In case of the posts of Clerk & Library Clerk, knowledge in computer will be tested during Personality Test]

Schedule of written test and interview will be intimated on the college website (www.dumkalcollege.org) in due time.

The Teacher-In-Charge
Dumkal College
Dumkal, Murshidabd
West Bengal- 742 406
Contact: 03481 230770

SAMPLE FORMAT OF APPLICATION

To,
The Teacher-in-charge,
Dumkal College
Basantapur, Murshidabad
Pin-742406

Self-attested
Passport-Size
recent Photo

Post Applied For:

1. Name of the Applicant (Block Letters):
2. Father's/ Husband's Name:
3. Nationality:
4. Permanent Address:
5. Local Address:
6. Phone No:
7. Date of Birth:
8. Category: GEN/ SC/ ST/ OBC:
9. Gender:
10. Academic Qualifications:

Examination Passed	Board/Council/ University	Year of Passing	Class/ Division/ Grade	% of marks obtained

11. Experience:

Date:

Signature of the Applicant

Encl.: As required.