



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT LAND AND LAND REFORMS OFFICER,
DARJEELING
Email: dllrodarj@gmail.com

NOTICE

Employment Notice No. : 50

Dated: 7.6.24

Online applications are invited from interested candidates for engagement to the post of Data Entry Operator on contractual basis following extant rules as laid down in L&LR&RR&R Deptt. Notification No. 205-Estt/13099/11/19 dated 16th January 2024, 206-Estt/13099/11 dated 16th January 2024 and Finance Department memo no. 5859-F(Y) dated 22.07.2013.

The engagement shall be purely temporary on contractual basis initially for a period of three years as a special case in connection with computerization of Land Records. Renewal of these posts beyond three years will be subject to satisfactory performance.

The selected candidates may be posted in the offices of BL&LRO, SDL&LRO and DL&LRO of this district.

The details of the post of Data Entry Operators are as under:

1.	Residential Status	Candidates must be permanent resident of Darjeeling District
2.	Qualification	Graduation with Certificate in computer application with and proficiency in Word, Excel and basic Internet applications.
3.	Age as on 01.06.2024	Between 21 to 45 years
4.	Remuneration	Consolidated remuneration of Rs. 11,000 /- (Eleven thousand) only per month.
5.	Number of post	5(Five)
6.	Nature and duration of job	Purely temporary on contractual basis for a period of 3 Years initially as a special case in connection with computerization of Land Records
7.	Mode of application	Only online application will be accepted

8. Mode of Selection:

A. Applicants must appear in a **written test** for 70 marks having following break up;

Subject	Marks
Arithmetic (Madhyamik standard)	20
General Knowledge	20
Computer knowledge	30

There shall be multiple choice questions. All questions shall carry equal marks. For every wrong answer there shall be deduction of 1/3rd of the total marks allotted to the question.

Candidates shall be called for Practical Test and Interview on 1:10 ratio i.e. for 5 no vacancies there shall be called 50 candidates on the basis of merit of marks obtained in written test.

B. Practical Test: This shall carry 20 marks.

C. Interview/Personality Test: This shall carry 10 marks.

Final panel shall be made on the basis of total marks obtained by the candidate in written test, practical test and interview together. Candidate who obtains highest marks shall be offered for joining.

9. Opening date for submission of online application: 10.06.2024

Closing date for submission of online application: 24.06.2024

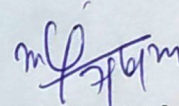
Intending candidates may apply to the post only in online mode after registering themselves on the given website as below:

https://darjeeling.gov.in/notice_category/recruitment

Only the applications submitted in online mode are accepted. Admit card for written test will be issued to those eligible candidates on the basis of scrutiny of application form and documents submitted. If found at any stage of recruitment that any fault/fabrication/false/illegal documents have been submitted by the applicant, his/her candidature shall immediately be cancelled without any further information.

All communications from the office of the District Land & Land Reforms Officer, Darjeeling will be made only through email provided by the candidates in their online application.

The undersigned reserves that right to cancel the recruitment process without assigning any reason whatsoever.



Additional District Magistrate

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District Land & Land Reforms Officer
Darjeeling

Memo. No. 1355/1(18)

Copy forwarded for information and wide publicity to;

1. The District Magistrate, Darjeeling


2-4. The Additional District Magistrate (Gen/Edu/Dev), Darjeeling.

4-7. The Subdivisional Officer (all)

8-16. The Block Development Officer (all)

17. The DIO NIC, Darjeeling for publication in district website.

18. The DICO, Darjeeling with a request to publish in daily newspaper both in Nepali & English.



Additional District Magistrate

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District Land & Land Reforms Officer
Darjeeling

Date: 7-6-24