



# SILIGURI MUNICIPAL CORPORATION

P.O. SILIGURI, DIST. DARJEELING (W.B.), ☎ 2432804, 2435444, 2433277, 2433744, 2435282, 2536311

Memo no...<sup>254</sup>..... Estt./SMC

Date...<sup>20/8/2024</sup>.....

## Notice

Applications are invited from the eligible candidates for engagement of the following post purely temporary on contractual basis under Siliguri Municipal Corporation.

Sl. No.	Name of the Post	No. of Post	Eligibility criteria
1.	IT Personnel	02(Two)	<p>i) <b>Age as on 01/01/2024:</b> Min. 21 Years and Max. 40 Years (Relaxation of upper age limit 5 years for SC/ST &amp; 3 years for OBC)</p> <p>ii) <b>Educational Qualification:</b> BCA/BSC in Information Technology/ BSC in Computer Science from any govt. recognized institute</p> <p>iii) <b>Mode of Engagement :</b> Interview 10 Marks &amp; Computer Test 40 Marks.</p> <p>iv) <b>Experience:</b> 3 years' experience in IT Related works in Govt. Or Private Organization.</p> <p>v) <b>Consolidated Pay:</b> Rs. 12,000/- per month (Increment of Rs. 1,000/- after six months, upon satisfactory service as decided by the Authority).</p>

- Self attested copies of required Certificates/Testimonials and Bio-Data are required to be attached with plain paper application.
- Original Certificate/Testimonials will have to be produced before interview, failing which, candidature will be rejected straightway.
- One copy of the self signed photograph of the candidate is to be pasted on the application and name of the post for which applied must be mentioned on the cover of the application and top of the application as "APPLICATION FOR THE POST OF ....."
- Application should reach at the following address by post/drop box at establishment section, SMC head office on or before **10/09/2024** upto 4:30 pm sharp.

To,

The Commissioner

Siliguri Municipal Corporation, Baghajatin Road, P.O.- Siliguri, Dist - Darjeeling,

Pin – 734001

### Terms & Condition for engagement :-

- The upper age limit for the above mentioned posts will be 40 (forty years) as on 01/01/2024 The benefits of relaxation of upper age limit up to 5 years are admissible only to S.C. and S.T. candidates of West Bengal. Relaxation up to 3 years may be allowed to O.B.C. candidates of West Bengal
- The engagement is purely temporary on contractual basis for six (6) months. After expiry of six (6) months of satisfactory service, agreement will be done for further six (6) months & subsequent half yearly renewal will be made based on satisfactory performance. No demand for permanent post will be entertained.
- Candidates acquiring required educational qualification after the date of application are not eligible.

- 4) The normal duty hour is between 10:00 am to 4:30 pm though in the time of emergency or urgency the duty hours would be increased as to render public service in due time.
- 5) No termination/retirement/pensionary benefit will be considered.
- 6) 15 days prior notice will be required from either side in case of tendering resignation or termination.
- 7) No T.A/D.A. will be provided at the time of interview or else case.
- 8) The selected candidates have to join at Siliguri Municipal Corporation within 7 (seven) days from the date of issue of the engagement letter.
- 9) The admission to the interview & Computer Test is purely provisional subject to determination of the candidate's eligibility in terms of the advertisement. The authority reserves right to cancel invalid application without further notice.
- 10) The candidate required to reach the venue at least 30 minutes before the commencement of the interview with all the original documents & also xerox copies for verification.
- 11) The candidates detected while adopting or making an attempt to adopt unfair means during the hours of interview shall be liable to expulsion from the premises.
- 12) The authority reserves the right to cancel or modify the recruitment process.

*Bhutta*

Commissioner  
Siliguri Municipal Corporation

Memo no. 254.....(55) /Estt./SMC

Date...20/8/2024

**Copy forwarded for information and taking necessary action to:**

1. Dy. Mayor, Siliguri Municipal Corporation
- 2-10. All MMIC, Siliguri Municipal Corporation
- 11-15. All Borough Chairman/Chairperson, B-I to V, Siliguri Municipal Corporation
16. Secretary, Siliguri Municipal Corporation
17. Chief Engineer, Siliguri Municipal Corporation
18. Superintending Engineer, Siliguri Municipal Corporation
19. Executive Engineer, Siliguri Municipal Corporation
20. Finance Officer, Siliguri Municipal Corporation
21. Health Officer, Siliguri Municipal Corporation
- 22-26. Borough Officer I to V, Siliguri Municipal Corporation
27. Head Clerk, Siliguri Municipal Corporation
28. Section in-charge, Estt., Siliguri Municipal Corporation
29. Principal PS to the Hon'ble Mayor – *with a request to place the matter before the Hon'ble Mayor, SMC.*
30. PA to Commissioner, Siliguri Municipal Corporation
31. IT Cell, SMC- *with a direction to upload the notice in the official web site.*
32. Notice Board, Siliguri Municipal Corporation.
- 33-54. All other Sectional/Deptt. Heads, Siliguri Municipal Corporation
55. Office File, Siliguri Municipal Corporation

*Bhutta*

Commissioner  
Siliguri Municipal Corporation