



Government of West Bengal  
Office of the Sub-Divisional Officer  
Raiganj, Uttar Dinajpur



Memo.No. 1676 /SDO(R)/BPC

Date : 05.11.2024

NOTIFICATION

Recruitment for the post of Block Programme Coordinator, ASHA at Hemtabad Block under Raiganj Sub-Division District Uttar Dinajpur is mentioned below.

Name of the Sub-Division	Name of Block	Vacancy position	Category
Raiganj	Hemtabad	1	SC

Date of issuing of application Forms: 05.11.2024

Last date and time of receiving of Application: 03.12.2024 upto 5.00 PM.

**Selection Criteria:**

- \* Qualification: Graduate degree in any discipline with minimum two years' experience in health project
- OR**
- Master's Degree in Social Science / Sociology / Social Anthropology / Social Work (MSW) / Business Administration (MBA) / Economics / Rural Development / Mass Communication.
- \* Preference will be given to candidates having work experience in ASHA Programme.
- \* Knowledge in Computer (MS-Office & internet).
- \* Ability to communicate effectively
- \* Ability to work hard.
- \* Ability to travel extensively.
- \* Should be resident of Raiganj Sub-Division.
- \* Age should not exceed 40 years as on 01.01.2024, Upper age relaxation 5 years for SC/ST candidates.

**Mode of Application :**

1. Candidates should submit application in the format annexed as Annexure-"A" to this notification.
2. Application should be in A4 size white paper on one side only and should be clearly legible.
3. Application Form can be downloaded from the website [www.uttardinajpur.nic.in](http://www.uttardinajpur.nic.in).
4. Admit Card, other information, if any will also be published in the above website. Candidates selected for appearing written test, computer skill test are requested to download their Admit Card from the above website.
5. One candidate is allowed to submit only one application, more than one application submitted by the same candidate; remaining application/s will not be entertained.



**Whom to Apply :**

1. The application may be sent by speed/registered post with AD so as to reach the below mentioned address on or before closing date and time.
2. Candidate can also submit the application in the DROP BOX kept for the purpose at the SDO Office, Raiganj, Uttar Dinajpur on or before the closing date and time.
3. The envelope containing the application should be addressed as below.

“APPLICATION FOR THE POST OF BLOCK PROGRAMME COORDINATOR,  
ASHA”

To,  
The Member Secretary, Block Programme Coordinator, ASHA Selection Committee,  
Office of the Sub-Divisional Officer,  
Raiganj Sadar Sub-Division,  
P.O. Karnajora, P.S. Raiganj,  
District Uttar Dinajpur.  
Pin : 733130

**General Condition:**


1. Candidates, before applying, should carefully read the instructions and ensure fulfilment of the eligibility criteria at the time of submission of application.
2. Submission of application does not guarantee an appointment.
3. Candidates shall be disqualified at any time and at any stage during the selection process, in case of any misrepresentation of facts and documents. Appropriate legal action will be taken against such candidate.
4. Raiganj Sub-Divisional Level Block Programme Coordinator, ASHA Selection Committee, reserves the right to alter the modes of examinations or conduct, re-interview or cancel part or whole of any process of recruitment at any stage, if required.

**Documents to be submitted with the application (Xerox copy with self attestation):**

1. Proof of residence (Voters Identity Card/Ration Card).
2. Mark sheet (self attested photo copy) of HS or equivalent, Graduation and Master's Degree.
3. SC/ST Certificate (Self attested photo copy).
4. Age proof of candidate (Self attested photo copy).
5. Experience Certificate in Health Project of ASHA Programme.
6. One self addressed envelope with postage stamp of Rs.5/-.

**Selection process:**

This will be based on merit (academic result) and experience in health projects, along with a Written Test (50 Marks), Computer Skill Test (25 Marks).

  
**Member Secretary**  
**Raiganj Sub-Division Block Programme Coordinator, ASHA**  
**Selection Committee**  
**&**  
**Sub-Divisional Officer**  
**Raiganj, Uttar Dinajpur**



**Copy forwarded for information to:**

1. The District Magistrate and Chairman of the Sub-Division Level Block Programme Coordinator, ASHA Selection Committee, Raiganj, Uttar Dinajpur.
2. The Additional District Magistrate (Health), Uttar Dinajpur.
3. The Chief Medical Officer of Health, Uttar Dinajpur.
4. The ACMOH, Uttar Dinajpur.
- 5-8. The BDO, Hematabad/ Kaliyaganj/Raiganj/Itahar, Uttar Dinajpur.
- 9-12. The BMOH, Hematabad/Kaliyaganj/Raiganj/Itahar, Uttar Dinajpur
13. The DPO, ICDS, Uttar Dinajpur.
14. The DPHNO, Uttar Dinajpur.
15. The District Informatics Officer, NIC, Uttar Dinajpur with request to upload the notification in the district website alongwith Application Form i.e. "Annexure-A"
16. The District Information and Cultural Officer, Uttar Dinajpur with request for wide publicity.

  
Member Secretary

**Raiganj Sub-Division Block Programme Coordinator, ASHA Selection  
Committee**

**&**

**Sub-Divisional Officer  
Raiganj, Uttar Dinajpur**



APPLICATION FORM FOR "BLOCK PROGRAMME COORDINATOR, ASHA"

Fill up the Application in CAPITAL LETTERS in OWN HAND WRITING with Black / Blue ball point pen

Name of the Block preferred: \_\_\_\_\_

1. Name of the Candidate:

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2. Father's name

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3. Husband's name

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4. Age (as on 01.01.2024) Year : \_\_\_\_\_ Month: \_\_\_\_\_ Day : \_\_\_\_\_

5. Date of Birth

6. Gender : Male  Female

Date	Month	Year



7. Present Address / Postal Address :


8. Permanent Address:


9. Category: SC

10. Contact No. / Mobile No.

11. E-mail ID (if any): \_\_\_\_\_

12. Educational Qualification:

Sl. No.	Examination Passed	Year of Passing	Board / Council/University	Total marks Obtained	Division/Class	% of Marks
1.						
2.						
3.						
4.						
5.						

13. Computer Literacy:

Sl. No.	Degree / Course	Year of Passing	Name of the Institution	Affiliation under	Marks Obtained	Division / Class	% of Marks

14. Experience in Health Project, if any:

15. Ration Card No. :

16. Voter's Card (EPIC) No. :

17. Enclosures (tick in the brackets):

- a) Voter's Card (EPIC) [ ] ; b) Ration Card [ ] ; c) Admit Card / Certificate of Madhyamik or its equivalent [ ] ;
- d) Mark Sheet of Higher Secondary or its equivalent [ ] ; e) Mark Sheet of Graduation [ ] ; f) Mark Sheet of Master's Degree [ ] ; g) Computer Certificate [ ] ; h) Proof of Experience [ ] ; i) Caste Certificate [ ] k) Others [ ]

I do hereby declare that all the information's submitted by me in this Application Form are correct and true to the best of my knowledge and belief. If any of the above information/s is /are found wrong, my candidature, at any stage, can be cancelled and criminal action can be taken against me.

Date :  
Place

\_\_\_\_\_  
Signature of Applicant