



Govt. of West Bengal

Office of the Project Officer cum District Welfare Officer  
Backward Classes Welfare & Tribal Development  
Dakshin Dinajpur, Balurghat

No.: 297 /BCWTD(DD)

Date: 16/02/2025

ADVERTISEMENT NOTICE FOR ENGAGEMENT OF SUPPORT STAFFS UNDER  
DAKSHIN DINAJPUR

As vacancy is available at different BJRCY Hostel, application are invited from the eligible candidates in prescribed format for engagement of different posts of support staffs as given in the table below for (i) BJRCY for SC Boys under Bansihari Block & (ii) BJRCY for SC Boys under Kushmandi Block, in Dakshin Dinajpur District under the control of Backward Classes Welfare & Tribal Development, Dakshin Dinajpur, on purely contractual basis. The details of the vacancies, eligibility criteria and general guidelines are as follows:

1. Details of different posts and eligible criteria:

Name of the Hostel	Name of the post	Vacancy	Category	Reservation Status
BJRCY (Boys Hostel), Badalpur	1. Superintendent (Male)	01	1	<b>Unreserved (Single Post)</b>
	2. Care Taker (Male)	01	1	
BJRCY (Boys Hostel), Aminpur	3. Care Taker (Male)	01	1	
	4. Cook (Male)	01	1	
Remuneration	1. Superintendent: Rs. 15000/- per month 2. Care Taker: Rs. 9000/- per month 3. Cook: Rs. 7000/- per month			
Minimum Educational Qualification	1. Superintendent: Graduation from recognized University. 2. Care Taker: Madhyamik passed or equivalent 3. Cook: Class VIII passed			
Mode of Selection	1. Superintendent and Care Taker: a) Written Test: <b>(General English, Bengali, Elementary Arithmetic and General Knowledge: 100 Marks)</b> b) Interview: <b>30 Marks</b> 2. Cook: <b>Only Interview</b>			
Age (as on 01.01.2025)	Minimum 18 Yrs, Maximum 40 Yrs. Relaxation of age will be given to SC/ST/OBC candidates as per extant norms.			
Experience	Preference will be given to the candidates having experience in similar kind of job.			

## 2. **General Information and Instructions for Applicants:**

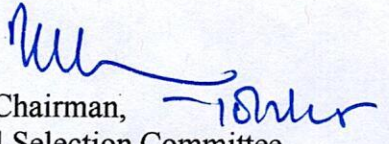
- (i) The applicant should read the details of different posts and eligibility criteria carefully before applying for the post.
- (ii) The applicant should be a resident of West Bengal.
- (iii) The applicant should apply in prescribed proforma furnishing his particulars through online: <https://recruitmentdd.in>
- (iv) The last date of submission of Application is **27-02-2025 upto 4:00 Hours**
- (v) The office shall not be responsible for delay in submission of applications through online. **Any applications submitted after 27-02-2025, 4:00 Hours shall not be entertained.**
- (vi) Application form not properly filed in/or incomplete Application form will be summarily rejected and one applicant is eligible for filling application 1 (One) post only.
- (vii) Multiple applications submitted by a candidate for the same post shall lead to disqualification of his candidature.
- (viii) Applicants are requested to visit the district website ([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)) and <https://recruitmentdd.in> regularly for any subsequent information / updates in this regard.
- (ix) Date, Time and Venue for written examination of the eligible candidates for the post bearing Sl. No. 1 & 2 will be intimated at the time of issue of admit card.
- (x) Date, Time and Venue for Interview of selected candidates for the post bearing Sl. No. 1, 2 & 3 will be intimated later.
- (xi) Venue for Interview of the eligible candidates for the post bearing Sl. No. 4 will be intimated later.
- (xii) Candidature of any candidate shall be rejected if found not eligible at any stage even after appearance for the examination / interview.
- (xiii) The District Level Selection Committee reserves the right to cancel the recruitment process at any stage without assigning any reason thereof. The decisions of the District Level Selection Committee in any case shall be final.
- (xiv) No TA/DA will be allowed for appearing the Written Test and Interview.
- (xv) **The engagement will be made purely on contractual basis and the same will not be regularized in future by any means.**

## 3. **Tentative Schedule:**

Sl. No.	Programme	Tentative date
1	Date of start for inviting Application	13/02/2025
2	Last date of submission of Application	27/02/2025
3	Publication of eligible candidates for Written Examination	05/03/2025
4	Issue of Admit Card for Written Examination	11/03/2025
5	Redressal (if any)	13/03/2025
6	Written Examination (For the post of Superintendent and Care Taker)	23/03/2025
7	Interview for the post of Superintendent and Care Taker	Date of interview will be intimated later
8	Interview (For the post of Cook )	02/04/2025

**4. Documents to be uploaded during filling up of application**

- a) Self-attested copy of Age proof (Date of Birth Certificate/ School Certificate/ Admit Card of Madhyamik or Secondary Examination / Aadhaar)
- b) Self-attested copy of Identity proof (Voter's Identity Card / Aadhaar Card/ Driving License/ PAN Card)
- c) Residential certificate issued by MP/ MLA/ SDO/ BDO/ Pradhan/ Municipality Councilor (Any one)
- d) Self-attested copy of Mark-Sheet showing Educational Qualification, as per post applied. **(For the post Cook the Mark-Sheet of Class VIII issued by the schools)**
- e) Passport size-coloured photographs to be uploaded.
- f) Working experience certificate if any, as per post applied.

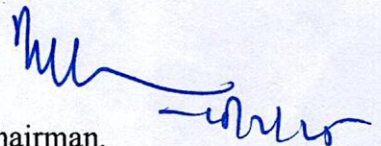
  
Chairman,  
District Level Selection Committee,  
Dakshin Dinajpur, Balurghat

Memo No.: 297 /1(20)/BCW&TD

Dated: 10-02-2025

Copy forwarded for information and necessary action to:

1. The Principal Secretary, Tribal Development Department, to the Govt. of West Bengal, Adivasi Bhawan, Premises No. 2221, Action Area-III A, Rajarhat-Newtown, Kolkata- 700156,
2. The Secretary, Backward Classes Welfare, Administrative Building, DJ-4, Sector-II, Salt Lake City, Kolkata-700091,
3. The Commissioner, Backward Classes Welfare & Tribal Development Directorate, 8, Lyon Range, Mitra Building, 2<sup>nd</sup> Floor, Kolkata-700001
4. The Special Secretary to the Govt. of West Bengal, TDD, Kolkata- 700091
5. The Additional Director, Backward Classes Welfare & Tribal Development Directorate, Govt. of West Bengal, 8, Lyons Range, Kolkata- 700001
6. The District Magistrate, Dakshin Dinajpur
7. The Additional District Magistrate (Gen), Dakshin Dinajpur
8. The Project Officer cum District Welfare Officer, BCW&TD, Dakshin Dinajpur
9. The District Informatics Officer, (DIO, NIC), Dakshin Dinajpur, with the request to publish the notice to the website of Dakshin Dinajpur district in [www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)
- 10-11. The Sub-Divisional Officer, \_\_\_\_\_ Sub-Division, Dakshin Dinajpur
- 12-19. The Block Development Officer, \_\_\_\_\_ Development Block, Dakshin Dinajpur
20. Office Notice Board

  
Chairman,  
District Level Selection Committee,  
Dakshin Dinajpur, Balurghat