

OFFICE OF THE MUNICIPAL COUNCILLORS, BHATPARA

[Address: 1/1, West Ghoshpara Road, P.O. Kankinara, District: North 24 Parganas, PIN-743 126]

Ph: 1800-345-2082, 2505-7073, 2581-9514. Fax: 2581-1318. Email: bhat_09@yahoo.com& bhatparamunicipality@gmail.com

No. M-10 | DR-1 | 2217

Dated, Bhatpara, the 02.08.23.

Employment Notice


Applications in plain paper are invited from the eligible candidate for promotional appointment to the post of 'Head Clerk' under Bhatpara Municipality.

The method of recruitment for the post of 'Head Clerk' as indicated in the West Bengal Municipal employees' (Recruitment) rules, 2005 is reproduced below:

"By promotion from the senior most persons in the post of Accountant, Tax Collector and Upper Division Clerk, Assessment -in- Charge and other posts in the similar Scale of Pay, on the basis of seniority-cum-merit. The incumbent must have a good service record and in the opinion of Board of Councillors he/she is efficient and capable of performing the duty of Head Clerk. Computer knowledge is desirable. If suitable candidate is not available, senior most clerks having good service record, subject to testing of merit, may be considered. For selection of the candidate for the post the modalities to adjudge the merit to be decided by the selection committee to be constituted for the purpose."

No of Post- 01 (one), Category - Unreserved

Applications must reach the Establishment Department of Bhatpara Municipality within Seven(7) days from the date of publication of this notice.



Chairperson,
Bhatpara Municipality
&
Chairman, Selection Committee

No. M-10 | DR-1 | 2217

Dated, Bhatpara, the 02.08.23.

Copy forwarded for information and necessary action to:-

01. The Vice-Chairman, Bhatpara Municipality,
02. The Member, C-in-C, .do., (All Members)
03. Sri/Smt. _____, Member, Selection Committee,
04. The Director, Directorate of Local Bodies, Govt. of West Bengal,
05. The Executive Officer, Bhatpara Municipality,
06. The Finance Officer, Bhatpara Municipality,
07. The Office Superintendent; He is asked to ensure publication of this employment notice in the Office notice board of Municipal main office and branch offices.
08. The Establishment In-Charge, Bhatpara Municipality,
09. The I.T.Co-ordinator, Bhatpara Municipality, he is instructed to ensure the publication of the Employment Notice in Municipal Website,
10. Office File,


Chairperson,
Bhatpara Municipality
&
Chairman, Selection Committee