

Office of the Municipal Councillors, Bhatpara

[Address: 1/1, West Ghoshpara Road, P.O. Kankinara, District: North 24 Parganas. PIN-743 126]
Tele: 2581-2082, 2581 - 9515, 2581-9514. Fax : 2581-1318. Email : bhat_09@yahoo.com

NOTICE FOR COMMUNITY SERVICE PROVIDER(CSP) ENGAGEMENT

NO:- N-12/DR-1/ 636

Dated: 11.05.2022

Applications in prescribed format are invited from intending candidates for filling up the 11 no of post as shown in the table below for Bhatpara Municipality under DAY-NULM Programme:-

Sl. No.	Name of the Post	No. of vacancies	Consolidated Remuneration	Qualification	Age (as on 01.01.2022)
01	Community Service Provider (Contractual)	11 (as per SUDA's memo no- SUDA-14012(15)/13/2020-NULM SEC(SUDA) - SUDA/3400 (77) dated 20.09.2021	Payment milestone as stated in Scheme Guideline	Essential Qualification:- Madhyamik or equivalent examination from any board recognized by the Government. (Referred to eligibility criteria).	Age limit between 21 years to 45 years.

Eligibility Criteria: - Community Service Provider - CSP

- Must be a women and at least 21 years of age.
- Must have passed Madhyamik or equivalent examination.
- Who has been a member of an SHG which is active and following Panchasutra for the last 3 years.
- Who has taken credit from SHG at least 3 times and taken a minimum of Rs. 50.000/-
- Must have training & communication skills.
- Must have desire to learn new skills & acquire knowledge and is physically fit.
- She should not be a CIBIL (Credit Information Bureau India Limited) defaulter.
- Is willing to go out side Municipality/District/ State as and when required.
- Must not continue to act as an office bearer of any SHG/ALF/CLF.
- Can not continue to act as an employee or office bearer of ULB.
- The candidate should not be engaged in any regular activities like ICDS worker or as an ASHA activist or as a full time employee of any government organisation/ NGO/Other project and or any other activity. If the candidate suppress the information then, her employability may be void by the authority at any time.
- The member must have sound knowledge about the geographical areas for which she selected.
- She must have knowledge about bookkeeping of SHGs, and must have first-hand experience of bookkeeping.
- Master Trainers (MTs) will not eligible to apply.
- Office bearer of CLF will not be eligible to apply.

HOW TO APPLY

- Application must be dropped directly by the candidates or his/her representative into the appropriate Drop Box situated at the 2nd floor of the Administrative Building (Room No.301) addressed to the Chairperson, Bhatpara Municipality, 1/1, west Ghosh Para Road, P.O-Kankinara, Dist-North 24Parganas, Pin-743126, super scribing on the envelope. "i) Employment Notice No. ii) Name of post applied for: on or before the closing date. Kindly be it noted that application(s) through E-mail/ordinary post or by Registered post or by courier service will not be accepted.
- Application duly filled up in appropriate manner must be submitted along with the copies of the following documents duly self Attested:-i)Age proof certificate, ii)SC ,ST,OBC certificate issued by the competent authority, iii)Mark sheet and /or certificate for Madhyamik/ Equivalent examination passed iv) two nos. of self addressed (with pin code number) envelope affixed with postal stamp of Rs.5/-each.
- APPLICATION NOT PROPERLY FILLED IN OR INCOMPLETEN IN ANY RESPECT OR WITHOUT REQUISTE DOCUMENT WOULD BE SUMMARILY REJECTED.

Contd..

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4. Three nos. of self attested recent coloured passport size photograph (4.5cm x 3.5) of the candidate must be enclosed with the application (One to be pasted on the space provided in the application format and two as enclosure along with application)
5. Canvassing in any form will disqualify the candidature.
6. Last date of receipt of application:-31/05/2022 at 4 pm.
7. The Authority reserves the right to cancel any or all applications without assigning any reason whatsoever:
8. Application format is available in N.U.L.M dept , Bhatpara Municipality Main Building,

RR

Chairperson
Bhatpara Municipality
&
Chairperson of the Selection Committee.

Copy forwarded to:-

1. The Vice Chairman, Bhatpara Municipality,
2. Sri/Smt _____ Members, member C-in-C/Councillor, Ward No. _____ Bhatpara Municipality,
3. Sir/Smt. _____ (All members of Selection Committee)
4. IT Department, Bhatpara Municipality, asked to publish the notification in the official website of Bhatpara Municipality.
5. The Notice Board, Bhatpara Municipality's Main Office.
6. The Notice Board, Bhatpara Municipality's Branch Office at Shyamnagar.
7. Office File.

RR

Chairperson
Bhatpara Municipality
&
Chairperson of the Selection Committee

APPLICATION FORM

Affix recent passport size photograph Identity should be certified by herself

Post Applied for: **Community Service Provider under N.U.L.M**

1. Full Name : _____

2. Father's/ Husbands Name

: _____

3. Permanent Address:

4. Address for Correspondence / Present Address :

5. Date of Birth : _____

6. Sex: Male : Female :

7. Religion: _____

8. Nationality: _____

9. Domicile (State): _____

10. Category:

SC	ST	OBC	PWD	UR

11. E-mail id : _____

12. Name of the SHG in which candidate belongs to :

13. Beneficiary Code :

14. Telephone No.: _____

15. Mobile No. (If any) : _____

16. Educational Qualification :

Qualification	Percentage of marks	Year of Passing

18. Experience:

Name of the Organization	Designation	Nature of Duties	Period		Duration
			From	To	

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. Appointment will be cancelled / terminated, without assigning any reasons thereof. I have read the contents of the advertisement and agree to abide by the rules, regulations and procedures for appointment to the post applied for.

Date :

Place :

(Signature of Applicant)

Note: required documents to be attached with the application form:

- **Photo Copy of Aadhar Card**
- **Photo copy of Voter Card**
- **Last Qualification as mentioned**
- **CIBIL report from bank branch**
- **Residential certificate from respective ward councillor.**
- **Caste certificate (if required)**