

Government of West Bengal
Department of Information & Cultural Affairs
"Nabanna" (9th Floor), H.R.B.C. Building,
325, Sarat Chatterjee Road, Mandirtala, Shibpur,
Howrah – 711 102

Memo no.: 240(29)-ICA(R)

Dated: 24/12/2019

Department of Information & Cultural Affairs invites applications from retired Government Employees for filling up of 30 (thirty) vacant post of U.D.C.s (Upper Division Clerk) in different wings of Information Directorate functioning at Sub-Division and District level i.e., office of the D.I & C.O. & S.D.I & C.O. on contractual basis on a consolidated contractual remuneration of ₹ 12,000 /- as fixed under G.O. No.- 10935-F(P); Dtd.- 05.12.2011 for a period of 1 (one) year.

The interested candidates should have adequate experience about establishment matters, accounts matters and audit matters and having basic computer knowledge may apply in the prescribed format addressed to the District Information & Cultural Officer, Department of Information & Cultural Affairs in respect of each district in an envelope mentioning the post applied for.

Application in prescribed format along with colour photograph (passport size) and other self attested supportive documents should reach within 10th January, 2020 to the concerned District Information & Cultural Officers of the respective district.

For more details please contact O/o, District Information & Cultural Officers of the district and please visit www.egiyebangla.gov.in

Sd /-
Director of Information
& ex-officio Joint Secretary
to the Government of West Bengal

ICA-2691(10)/2019

Application for engagement as Upper Division Clerk from retired Government Personnel in Information Directorate of Department of Information & Cultural Affairs, Government of West Bengal on contract basis on a consolidated contractual remuneration

To
The District Information & Cultural Officer,

*Paste colour passport
size photo*

(Self Attested)

1. Name of the Applicant :
(in BLOCK LETTERS)
2. Father's Name:
3. Present Address:
4. Permanent Address:
5. Date of Birth:
(copy of the age proof)
6. Age as on 01.01.2020:
7. Educational Qualification:
(copy of the Certificate / Mark sheet etc.)
8. Date of entry into Government Service:
9. Date of Retirement / Superannuation:
10. Grade Pay & Band Pay at the time of retirement:
11. Contact Number (Mobile/Land Line):
12. PPO No. & Date:
(copy of the PPO)
13. Amount of Pension:
14. Name of the office where from the applicant was retired on superannuation:
15. Brief history of past service and details of experience on establishment matters, accounts matters and audit matters etc.:
16. Name of office for which application is submitted:

Note: Self attested supportive documents on above are to be produced with this application.

I do hereby declare that above information furnished by me are true and correct to the best of my knowledge and belief and if found incorrect in any stage my candidature is liable to be rejected.

(Signature of the Applicant)

Place:

Date:

**PROPOSED LIST FOR ENGAGEMENT OF
RETIRED GOVERNMENT EMPLOYEES ON CONTRACTUAL BASIS IN CLERICAL POST
UNDER INFORMATION DIRECTORATE, DEPARTMENT OF I & CA**

Sl.No.	District	Offices	Number of Posts
1	Alipurduar	D.I & C.O. Alipurduar	1
2	Coochbehar	D.I & C.O. Coochbehar	1
3		S.D.I & C.O. Mekliganj	1
4	Jalpaiguri	D.I & C.O. Jalpaiguri	1
5	Kalimpong	D.I & C.O. Kalimpong	1
6	Uttar Dinajpur	D.I & C.O. Uttar Dinajpur	1
7		S.D.I & C.O. Islampur	1
8	Murshidabad	S.D.I & C.O. Kandi	1
9		S.D.I & C.O. Lalbag	1
10	Nadia	D.I & C.O. Nadia	1
11		S.D.I & C.O. Tehatta	1
12	North 24 Parganas	S.D.I & C.O. Bidhannagar	1
13		S.D.I & C.O. Bongaon	1
14	South 24 Parganas	D.I & C.O. South 24 Parganas	1
15		S.D.I & C.O. Diamond Harbour	1
16		S.D.I & C.O. Kakdwip	1
17	Howrah	D.I & C.O. Howrah	2
18		S.D.I & C.O. Uluberia	1
19	Purba Medinipur	S.D.I & C.O. Egra	1
20		S.D.I & C.O. Haldia	1
21		S.D.I & C.O. Kanthi / Contai	1
22	Paschim Medinipur	D.I & C.O. Paschim Medinipur	1
23		S.D.I & C.O. Ghatal	1
24	Purulia	S.D.I & C.O. Raghunathpur	1
25	Bankura	D.I & C.O. Bankura	1
26	Purba Bardhaman	D.I & C.O. Purba Bardhaman	1
27		S.D.I & C.O. Kalna	1
28	Paschim Bardhaman	D.I & C.O. Paschim Bardhaman	1
29	Birbhum	S.D.I & C.O. Bolpur	1
Total Number of Posts			30