

**Government of West Bengal**  
**Office of the District Magistrate, Purulia**  
**(District Child Protection Unit))**

No : 93 /DCPU/PRL

Date: 28/02/2018.

**NOTIFICATION**

Applications are being invited from **eligible candidates only** for engagement in the following contractual posts of District Child Protection Unit, Purulia. Initial Contractual period is 1(one) year which may subsequently be revised as per the Order of Competent Authority.

**Eligibility criteria and other terms and conditions are as follows:**

Sl. No	Name of post	No. of vacancies	Age	Minimum Educational Qualification	Other Required Qualification	Consolidated Pay per month
01	Protection Officer (Institutional Care)	01(Gen)	18-45 years as on 01.01.2018	Graduation in Social Work/ Psychology/ Sociology/ Masters Degree in SW	1. Knowledge in computer operation (Word, Excel & Internet) and Counselling 2. Minimum Experience of three years in the field of Child Welfare.	Rs. 21,000/-
02	Accountant	01 (Gen)	18-35 years as on 01.01.2018	B. Com	1. Knowledge in computer operation (Word, Excel & Internet) 2. Minimum two years' experience in Accounting Work .	Rs. 14,000/-
03.	Out Reach Worker	01 (Gen)	18-35 years as on 01.01.2018	Madhyamik or equivalent	1. Good Communication skills. 2. Women Candidates will be preferred	Rs.8,000/-

**NB: One candidate can apply for only one category of post. Multiple applications submitted for more than one category of post will lead to rejection of candidature of the candidate.**

**Selection Procedure:**

1.Candidates for the post of Protection Officer (Institutional Care) & Accountant will be selected by means of a written examination of 80 (Eighty) Marks.

Successful candidates at the ratio of 1:5 need to appear in a Computer Test of 10 (Ten) Marks only followed by a *viva-voce* test carrying 10(Ten) Marks.

The distribution of Marks for the Written Test will be as follows:

- (a) English : 20 Marks
- (b) General Studies : 20 Marks
- (c) Subject Specific issues : 20 Marks.
- (d) Mathematics : 20 Marks.

2. For the Post of Out-Reach Worker there will be a written test of 90 marks followed by a *viva voce* of 10 marks. Successful candidates at the ratio of 1:5 need to appear in a *viva-voce* test carrying 10(Ten) Marks.

The distribution of Marks for the Written Test will be as follows:

- (a) English : 30 Marks
- (b) General Studies : 30 Marks
- (c) Mathematics : 20 Marks.
- (d) Bengali : 10 Marks

The duration of the written exam will be 90 (Ninety) Minutes.

The Date, Time and Venue of the Written Examination will be communicated through Online Admit Card.

**Procedure for submitting applications:**

1. Willing candidates are requested to visit the official website of D.M. Purulia ( i.e. <http://www.purulia.nic.in> or <http://www.purulia.gov.in> )
2. Candidates are requested to submit online application from the specified link given in the above website from **07/03/2018** to **21.03.2018**. up to 5:00 P.M.
3. While filling up the form, candidates are requested to upload scanned copy of their recent passport size colour photograph (taken within 6 months) of size not exceeding 500 kb & scan resolution of minimum 200 dpi.
4. Candidates are also required to upload scanned copy of their full signature of size not exceeding 200 KB and with scan resolution of 200 dpi.
5. Candidates are also required to upload **scanned original copy of all the supporting documents e.g. certificates of educational qualifications, mark sheet, experience certificate, age proof certificate, caste certificate & other relevant documents related to Other Required Qualifications** criteria, such as, Knowledge in computer, Counselling and experience in relevant field. The size of the each scanned document should not exceed 500 KB (for each document) with resolution of 200 dpi (for each document). If the Uploaded scan copy of the photo and other documents is not clear then the application will be rejected.
6. For any query related to the recruitment process or in case there is any problem while submitting the **application** candidates may contact following help desk number at any official day from 10:00 to 4:00 P.M. or email at [icps.prl@gmail.com](mailto:icps.prl@gmail.com)

Help desk No.- 03252-224409

**NO Hard Copies will be received at this end.**

**Grounds for Cancellation of Applications:**

- i) One candidate can submit only one application for only one category of post. Submission of Multiple applications for the same category of post is not allowed. If more than one application submitted for the same category of post will lead to cancellation of all applications.
- ii) One candidate can submit application for only one category of post. Submission of Multiple applications by a candidate for More than one post will lead to cancellation of all applications submitted by the candidate.
- iii) Applications will be rejected if the uploaded copy of the photograph and other relevant documents is not clear or illegible. **Online Application forms if submitted without the copies of essential documents as mentioned in Para 5 above shall be out rightly rejected.**
- iv) Applications shall also be liable to cancellation if there are instances of data mismatch in the filled in application Form with reference to the documents submitted as mentioned in Para5.

  
Additional District Magistrate (Gen)  
Purulia