

Government of West Bengal
Office of the Chief Medical Officer of Health
Diamond Harbour Health District

Diamond Harbour, South 24 Parganas, PIN 743331
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Memo No. CMOH/DHHD/DH&FWS/ 1038

Date: 05.03.2019

Recruitment Notice

Applications are hereby invited from eligible candidates to be recruited for various contractual posts under Diamond Harbour Health District as per Terms of Reference provided in detail on the Department Website www.wbhealth.gov.in and with Employment Bank Government of West Bengal www.employmentbankwb.gov.in attached with this notice herewith.

Applications will be received online through the website www.wbhealth.gov.in from 06.03.2019 11.00 A.M. to 18.03.2019 5.00 P.M.

Applicants during applying online must have scanned Passport Photograph, Scanned Signature and Draft Details with them to complete the online application.

Posts against which recruitment will be done are mentioned below:

- 1) Psychologist under National Tobacco Control Programme(NTCP)
Posts- 01 (UR-01)
- 2) Social Worker under National Tobacco Control Programme(NTCP)
Posts- 01 (UR-01)

TERMS OF REFERENCE FOR RECRUITMENT

Designation	No of Posts & Remuneration	Age Essential Criteria	Criteria & qualifications required as per TOR
Psychologist under National Tobacco Control Programme(NTCP)	Rs. 25,000/- per month Posts- 01 (UR-01)	Upper Age limit required 40 (Forty) years as on 01/01/2018. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	Essential Qualification required- i) Post graduation in Psychology/MSW Or Graduate in Psychology/trained in counselling with 2 years of experience in the field of counselling services. Desirable: Working in the field of counselling services
Social Worker under National Tobacco Control Programme(NTCP)	Rs. 25,000/- per month Posts- 01 (UR-01)	Upper Age limit required 40 (Forty) years as on 01/01/2018. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	Essential Qualification required- i) Post graduation in Sociology/Social Worker Or Graduate in Sociology/Social Work with 2 years of field experience. Desirable: Working in the field of Social Work

On the basis of online application data, a provisional list for original testimonial verification will be prepared. A notice for original testimonial verification along with the provisional list will be published in the above mentioned web-site.

All the above mentioned qualification and experience should be completed before the closing date of on-line application.

After Original testimonial verification, only shortlisted candidates will be called for Interview.

General Information for the Applicants/ Candidates

1. Only online Applications will be accepted. Application forms not properly filled in or incomplete Application forms are liable to be cancelled. If the Online Application details submitted by the applicant differ with the original testimonials that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. The Essential qualification mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. All the essential qualification must be completed within the last date of online application.
4. Experience will be calculated after obtaining the required qualification for the above mentioned position, till the last date of online application.
5. Caste Certificate issued before the last date of online application, by the competent authorities of West Bengal only will be accepted.
6. Hard Copy/print copy of the online registration form (printed within the last date of on-line application), should be retained by all applicants for document verification purpose. Without registration form, no candidates will be entertained for original testimonials verification by the authority.
7. On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the On-line registration no. In future.
8. No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.
9. Application fees of Rs. 100 for Un-Reserved Category and Rs. 50 for Reserved Categories in the form of Demand Draft to be issued from any Nationalised Bank after the date of publication of Advertisement is to be paid in favour of " Member Secretary DHFWS Diamond Harbour Health District" payable at Service Branch, Kolkata. **The Draft should be enclosed along with the hard copy/print copy of the filled up On-line application form of the candidate after self attestation with date and with photocopy of all relevant documents (i.e. Photo copy of Identity Card, Proof of Address, Age Proof Certificate, Caste Category Certificate (if any), All Mark sheet with certificate, All experience certificate) with self attested.** The above all must be sent to the address as mentioned below within **20th March, 2019 at 5 PM** by post preferably by speed post or registered post. Use of Stapler pin or stitching in case of demand draft, is not allowed.
Address for sending draft: the office of the CMOH, Diamond Harbour Health District, P.O&P.S- Diamond Harbour, Pin-743331
10. Applicant must mention their On-line registration No, Name of the Position, Date of Birth, Name, Guardian's Name and caste category on the back of the Draft and In front of the envelope. **No application will be accepted without submission of the**

