

THE KOLKATA MUNICIPAL CORPORATION
5, S.N. BANERJEE ROAD, KOLKATA – 700013

In cancellation of previous Advertisement dated- 26/02/2018, Published in this regard
Advertisement No. - _____

As per Calcutta Burial Boards Act, 1889, Applications are invited from the eligible Candidates for engagement of one post of “Secretary, Muhammadan Burial Board (Health Deptt.)” as mentioned below:

Eligible Criteria :-

1. Candidate must be a citizen of India.
2. Graduate from a recognized University of India.
3. Age not more than 35 years as on 01.01.2018, but relaxable as per Governemnt Order for the time being in force.

Remuneration:- PB-4, GP-4800/-, (Equivalent to the post of Assistant Manager Cadre in the KMC).

Mode of selection:- Selection will be done based on merit (written examination and interview). Applications will be first shortlisted based on the marks obtained in the final highest qualifications as desired. The Selection will be done vide the following guidelines.

- A) Personal-vitae (Academic Qualifications) -50 marks ,
- B) Written questions - 20 marks &
- C) Interview - 30 marks.

The eligible candidates are requested to submit their applications ONLINE at the e-mail address (cmhomail@gmail.com) or at the CMHO-Office of the Kolkata Municipal Corporation at 5, S.N. Banerjee Road, Kolkata – 700013 in the prescribed Format. They are also requested to carry a signed photocopy of the filled-in Application-Format.

The date and time of submission of application:- (excluding holidays): From 14.03.2018 to 13.04.2018.
Time :- 10:30 am to 5:00 pm (Monday to Friday), 10:30 am to 2:00 pm (Saturday)

The eligible candidates are requested to visit the Official Website of the KMC (www.kmcgov.in) to download the Application format and other necessary guidelines.

MUNICIPAL COMMISSIONER



The Kolkata Municipal Corporation
5, S.N. Banerjee Road
Kolkata – 700013

PHOTO

Application format

1. Name in full (Block Letters) :
2. Guardian's Name:
- 3(a) Date of birth according to Birth Certificate :
or Madhyamik or equivalent examination
Certificate
4. Are you physically handicapped:
5. Caste:
6. Permanent Address (in CAPITAL LETTERS),
to which communications should be sent
(mentioning Sub-Division, District and
Pincode):
7. Contact No.:
8. E-mail Address:
9. Present Address (if any,
other than Permanent Address):
10. Whether Citizen of India: YES / NO
(if NO, submit details)

11. Educational Qualifications:

| Name of the Exam. | Name of the Board / University | Full Marks | Marks obtained | % of Marks | Division / Grade | Chances taken to Pass | Year of passing |
|-------------------|--------------------------------|------------|----------------|------------|------------------|-----------------------|-----------------|
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12. Professional / other Qualifications / Specialization:

| Name of the Exam. | Name of the Board / University | Full Marks | Marks obtained | % of Marks | Division / Grade | Chances taken to Pass | Year of passing |
|-------------------|--------------------------------|------------|----------------|------------|------------------|-----------------------|-----------------|
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13. Whether have proficiency in Urdu
(Reading / Writing / Speaking):

14. Whether have proficiency in Bengali
(Reading / Writing / Speaking):

declaration:

I do hereby declare that all the statements given above by me are true and correct in all respect. If any statement found false at the time of examination / interview of after my appointment then my candidature will liable to be cancelled or my service will terminate automatically.

Place:

Full Signature of the Candidate

Date:

******* (Supporting relevant documents to be submitted along with the duly filled up application) *******