



**Government of West Bengal**  
**Office of the District Magistrate, Birbhum**  
**Minority Affairs & Madrasah Education Section.**  
District Minority Bhavan.  
Suri, Birbhum

e-mail: birbhum.mame@gmail.com

**EMPLOYMENT NOTICE**

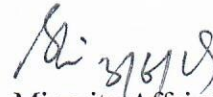
A walk-in-interview will be held on 18.06.19 at 12.00 noon in the office chamber of the Addl. District Magistrate (Dev), Birbhum, Suri for selection to the post mentioned below under Minority Affairs & Madrasah Education Section, Minority Bhavan, Suri, Birbhum.

Sl No.	Name of Post	No. of vacancy	Age	Qualification	Monthly remuneration
1.	Upper Division Clerk-cum-Accountant	01	Below by 64 years as on 18/06/2019	Retired Govt. employee should have worked in similar capacity or above with experience of Accounts matter and worked in HRMS / IFMS bill / e billing / e-bantan in computer and drawn last pay under PB-3 (Rs. 7,100/- Rs. 37,600/-)	Rs. 12,000 /- as per G. O. No. 10935-F, Dt. 05.02.2011.

The application along with relevant documents should be submitted by the interested eligible candidates before the Selection Committee on the date of interview.

The interested applicants should report for interview on 18.06.19. at 11 A.M.

Application form is available in this office & district website [www.birbhum.gov.in](http://www.birbhum.gov.in).

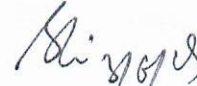
  
District Officer, Minority Affairs, Birbhum  
&  
Member Secretary, Selection Committee

Memo No. 449 (26)/MA& ME /Bir.

Date- 03/06/2019

Copy forwarded for information to:

- ✓ 1. The D. I. O, NIC, Birbhum with request to insert the above notice alongwith Application Format in the district website immediately.
2. The DICO, Birbhum with the request to take necessary action to publish the abridged notice (enclosed) in 2 (two) local newspapers (one English & another Bengali ).
- 3-21. The BDO (all), Birbhum
22. C.A. to D.M., Birbhum.
- 23-25. C.A. to ADM (all), Birbhum.
26. Office Notice Board.

  
District Officer, Minority Affairs,  
Birbhum

**APPLICATION FORMAT**

To  
The District Magistrate  
Birbhum.  
[Minority Section]

Affix recent  
passport  
Size self  
attested colour  
photograph

1. Name in full (in Block Letter) :
2. P.P.O.No. ( Xerox copy to be enclosed /  
Last final release order issued by the Head :  
of the Office
3. Last pay drawn :
4. Postal address :
5. Educational qualification :  
(Testimonials to be enclosed)
6. Date of birth :  
(Supporting documents to be enclosed)
7. Age as on 18/06/2019 :
8. Date of retirement :
9. Place of retirement :
10. Experience (Accounts matter & HRMS/IFMS, :  
e-billing/e-bantan in Computer)
11. Last place of posting :
12. Post applied for :
13. Contact No. :

Date-

Signature of the applicant.