

Kabi Joydeb Mahavidyalaya
Illambazar, Birbhum

EMPLOYMENT NOTICE (dated 27th June, 2018)

Applications are being sought from Indian Citizens who have the required qualifications and whose age have not crossed 40 on 01.01.2018 (5 year relaxation for the candidates belonging to SC/ST category) for the filling-up of the following non-teaching posts against permanent vacancy(except for the post of Part-time Sweeper) in the College. Interested candidates are requested to follow the instructions mentioned below carefully before applying.

Name of the Post	No of Post	Category	Scale of Pay	Age	Essential Qualification	Additional Qualification Desirable	How to Apply
Electrician-cum-Caretaker	1	Unreserved	Rs.5,400-25,200/ Grade Pay- Rs.2600/	1. Applicants must be between 18 and 40 years of age on 01.01.2018(for General category). 2. Candidates belonging to SC/ST category has a relaxation of five years at the upper age limit.	1. Candidates must be an Indian Citizen by birth or by Residency rule. He/She must possess EPIC card issued by the Indian Election Commission or Passport as proof of citizenship. 2. She/He must have passed H.S. or equivalent (10+2) examination from a board recognised by the Central Govt. Of India or the West Bengal State Government.	1. Candidates must have sufficient knowledge in Electric wiring, electronic fitting, electric circuit making and matters related to electricity. 2. Candidates should have working knowledge in computer, particularly in MS Word, MS Office and	Interested candidates must apply in prescribed format given in the website with a set of self-attested testimonials and send via registered/speed post to The Principal, Kabi Joydeb Mahavidyalaya, Vill+P.O-Illambazar, Dist-Birbhum, PIN-731214. Application must reach the College before 10.07.2018 . Candidates can also scan their application after filling them up in their own handwriting and attesting their testimonial and send them via email to kjmahavidyalaya@gmail.com . No application would be entertained beyond that date.

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					<p>3. Candidates must have passed technical courses in Electrical or equivalent trade from an ITI or similar Technical Institute recognised by the Central Govt. Of India or the West Bengal State Government.</p>	<p>should know how to draw Electronic circuits in computer. Candidates with these sets of knowledge base would be preferred.</p> <p>4. Candidates having experience of working in similar position would be preferred.</p>	<p>All the candidates found eligible after scrutiny have to sit for a written examination. The written examination will be of 150 marks with questions from Mathematics, English and Mental Aptitude. Candidates short-listed from the written examination will be called to appear in an Interview for final selection.</p> <p>List of eligible candidates will be published in the College website and admit card would be provided from the College on the date of examination.</p>
Library Peon	1	Unreserved	Rs.4900-16200/- Grade Pay- Rs.1700	1. Applicants must be of 18 years of age and must not cross 40 on 01.01.2018(for General category).	1. Candidates must be an Indian Citizen by birth or by Residency rule. He/She must possess EPIC card issued by the Indian Election Commission or Passport as proof of citizenship.	1. Candidates should have working knowledge in computer, particularly in MS Word. Candidates with considerable	Interested candidates may walk in interview on the stipulated date with an application in the prescribed format along with all original testimonials and a complete set of photocopied self-attested testimonials. They must bring with them two recent passport size

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				2. Candidates belonging to SC/ST category has a relaxation of five years at the upper age limit.	2. She/He must have passed 8 th standard examination from school or board recognised by the Central and the West Bengal State Government. 3. Candidates must have to be literate in Bengali and English. She/He should have the capacity to read both English & Bengali fluently.	knowledge of computer would be preferred. 2. Candidates having experience of working in similar position would be preferred.	photographs pasted on the application. No prior application will be entertained.
Lady Attendant	1	Unreserved	Rs.4900-16200/- Grade Pay- Rs.1700	1. Applicants must be a lady of 18 years of age and must not cross 40 on 01.01.2018(for General category). 2. Candidates belonging to SC/ST category has a relaxation of five years at the upper age limit.	1. Candidates must be an Indian Citizen by birth or by Residency rule. He/She must possess EPIC card issued by the Indian Election Commission or Passport as proof of citizenship. 2. She must have passed 8 th standard examination from school or board	1. Candidates should have working knowledge in computer, particularly in MS Word. Candidates with considerable knowledge of computer would be preferred.	Interested candidates may walk in interview on the stipulated date with an application in the prescribed format along with all original testimonials and a complete set of photocopied self-attested testimonials. They must bring with two recent passport size photographs pasted on the biodata and the application. No prior application will be entertained.

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					<p>recognised by the Central and the West Bengal State Government.</p> <p>3. Candidates must have to be literate in Bengali and English. She/He should have the capacity to read both English & Bengali fluently.</p>	<p>2. Candidates having experience of working in similar position would be preferred.</p>	
Part-time Sweeper(Casual and not permanent)	1	Unreserved	Rs.2000/consolidated	<p>1. Applicants must be between 18 and 40 years of age (for General category).</p> <p>2. Candidates belonging to SC/ST category has a relaxation of five years at the upper age limit.</p>	<p>1. Candidates must be an Indian Citizen by birth or by Residency rule. He/ She must possess EPIC card issued by the Indian Election Commission or Passport as proof of citizenship.</p>	<p>Candidates having experience of working in similar position would be preferred.</p>	<p>Interested candidates may work in interview on the stipulated date with an application in plain paper for the post along with all original testimonials and a complete set of photocopied self-attested testimonials. They must bring with two recent passport size photographs pasted on the application. No prior application will be entertained.</p>

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IMPORTANT DATES FOR SELECTION PROCEDURE

Last date for application for the post of Electrician-cum-caretaker: **10.07.2018**

Date for publication of the list of eligible candidates for the post of electrician-cum-caretaker: **16.07.2018**

Date of Written Test for the post of electrician-cum-caretaker: **19.07.2018,**
Time-11.30-1.30pm, Reporting Time-11am, Venue-College Campus

Date of walk-in-interview for the post of electrician-cum caretaker: **26.07.2018.**
Time-11.00am, Reporting Time-10.30am, Venue-College Campus

Date of walk-in-interview for the post of Lady Attendant: **26.07.2018.**
Time-12.00am, Reporting Time-11.30am, Venue-College Campus

Date of walk-in-interview for the post of Library Peon: **27.07.2018.**
Time-10.30am, Reporting Time-10.00am, Venue-College Campus

Date of walk-in-interview for the post of Casual Sweeper: **27.07.2018.**
Time-1.30pm, Reporting Time-1.00pm, Venue-College Campus

No candidate will be allowed entry into the examination hall after the commencement of the examination.

Dates may change without prior notice due to unavoidable circumstances.

Principal
Kabi Joydeb Mahavidyalaya
Contact-9233389964, Email-kjmahavidyalaya@gmail.com