



**Government of West Bengal**  
**Office of The Chief Medical Officer of Health**  
**District Health & Family Welfare Samity**  
**National Health Mission**

New Administrative Building; DRS Compound, Burrabazar, Chinsurah, Hooghly-712101  
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Memo No: DH&FWS/

6276

Date:

02.08.24

**RECRUITMENT NOTICE**

In reference to the letter Memo No : HFW/NHM-253/2021/Part-3/1385(2) Dated : 15.07.2024 of MD NHM, ED, WBSH&FWS, District Health & Family Welfare Samiti, Hooghly will engage Municipality Accounts Manager for Uttarpara Kotrung Municipality under **National Urban Health Mission (NUHM)**. Department of Health and Family Welfare, Government of West Bengal purely on a contractual basis against consequential vacancies.

**Post, vacancies, qualifications, mode of selection, age limit and remuneration are illustrated in Annexure-D.**

**The applicant must be a permanent resident of West Bengal.**

**The Applicants must have knowledge of local languages.**

**Eligible candidates should apply online on the Department's website ([hr.wbhealth.gov.in](http://hr.wbhealth.gov.in)) from 04-08-2024 to 24-08-2024 for the mentioned position.**

**General Instruction for the Applicants/Candidates**


1. Only online applications will be accepted by this end. **Application forms not properly filled in or incomplete application forms are liable to be canceled.** If the online application details submitted by the applicant differ from the original testimonials, that application shall be liable to be canceled.
2. For the posts under NHM, existing employees working in the same position may also apply on own choice with the revised entry point remuneration. In that case, five (5) years of relaxation of age from the date mentioned in the recruitment notification will be given to such employees. But will not be entitled to any other benefits of the present position such as continuity of length of service, rationalization benefits and any other benefit, if applicable, against that post. Such employees will start as a fresher in the new position.
3. Age relaxation will be given as per Govt. norms.
4. If proper signature & photograph are not uploaded at the time of online application, that application shall also be liable to be canceled.
5. The essential qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. All the essential qualifications must be completed on or before the start date of online application (i.e., **04-08-2024**)
6. Experience will be calculated after obtaining the required essential academic qualification., till the start date of online application (i.e., 04-08-2024)
7. Caste Certificate issued on or before the first date of online application, by the competent authorities of West Bengal, only will be accepted.



8. The Disability Certificate must be issued before the start date of online application (i.e., 04- 08 - 2024), by the competent authorities.
9. **Hard copy/ print copy of the online registration form may be downloaded from the link "<http://hr.wbhealth.gov.in:8888/Index.aspx>"→ "Application Print" and should be retained by all the applicants for document verification purpose. Without registration form, candidates will not be entertained for original testimonials verification by the authority. No need to send any hard copy/ print copy of the online registration form by post.**
10. Online registration No. should be retained by all applicants for future reference. The employer is not liable to give any information regarding the online registration no. in the future.
11. Marking after rounding off up to 2 decimal points will be considered.
- 12.

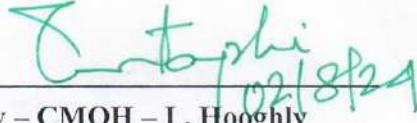
01	Publication of Advertisement	3 <sup>rd</sup> Aug, 2024
02	Start Date of online Application	4 <sup>th</sup> Aug, 2024
03	Last Date of Registration	20 <sup>th</sup> Aug, 2024
04	Last Date of Submission of application fees	20 <sup>th</sup> Aug, 2024
05	Last Date of Full Submission of form	24 <sup>th</sup> Aug, 2024

13. Application fees Rs.100/- (Rupees One Hundred only) for General Category and Rs. 50/- (Rupees Fifty Only ) for Reserved Category candidates have to be deposited through online mode only. The amount is non-refundable.
14. The online deposition of application fees can be done through net banking or credit/ debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for the final submission of the application form by using the application ID already received at the time of registration. Please do not deposit a fee more than one time.
15. The candidates, if found ineligible at any stage of the recruitment process, will not be called for the subsequent stages of the selection process.
16. The decision of the District Level Selection Committee (DLSC) regarding the recruitment is final.
17. The District Level Selection Committee (DLSC) may cancel the recruitment process at any stage of the selection process.
18. Applicants are requested to visit <https://www.wbhealth.gov.in> at the link "Recruitment" for information/instruction issued from time to time and <https://hooghly.nic.in/>. No personal communication will be made at any stage of recruitment. The applicant are requested to follow the departmental website regularly for any further communication & information in connection with process of recruitment. No personal communication will be made from this end.
19. No TA/DA will be admissible for attending any process of the recruitment procedure.

  
Member-Secretary, DLSC &  
Chief Medical Officer of Health, Hooghly

Copy forwarded for information and necessary action to:

- i. The Mission Director (NHM), Health & Family Welfare Department, Swasthya Bhawan, Kolkata
- ii. The Director of Health Service, Health & Family Welfare Department, Swasthya Bhawan, Kolkata.
- iii. The District Magistrate, Hooghly & Honourable Chairperson, DLSC, Hooghly.
- iv. The Additional District Magistrate (ZP & in-charge-of Health), Hooghly
- v. The Hon'ble Chairperson, Uttarpara Kotrung Municipality, Hooghly.
- vi. The Sub Divisional Officer, Serampore Sub Division, Hooghly.
- vii. The Programme Officer- I, NHM & Sr. Deputy Secretary, H&FW, Swasthya Bhawan, Kolkata-91.
- viii. The Dy. CMOH III, AO, Hooghly.
- ix. The HR Manager, HR Cell, Health & Family Welfare Department, Swasthya Bhawan, Kolkata-91.
- x. The SPMU, NUHM, Health & Family Welfare Department, Swasthya Bhawan, Kolkata-91.
- xi. The DPMU, Hooghly.
- xii. Office Copy, Hooghly.

  
02/08/24

Dy – CMOH – I , Hooghly

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HR Nodal Officer, H& FWS, Hooghly

  
02/08/24

Member-Secretary, DLSC &  
Chief Medical Officer of Health,  
Hooghly

Memo no - 6276 Dated 2/08/2024

Recruitment of Municipality Accounts Manager for Uttarpara Kotrung Municipality under NUHM, Hooghly (Annexure - D)

Sl No.	Category of Post	No. of vacancy	Mode of Selection	Essential Qualification	Desirable Qualification	Age Limit for Engagement (Years) as on 01-01-2024	Monthly Consolidated Remuneration
1	Municipality Accounts Manager, (Uttarpara-Kotrung Municipality)	1(UR)	1) Academic Weightage, 2) Experience, 3) Computer Test, 4) Interview	1. <b>Essential Academic Qualification :</b> B.Com (from UGC recognised Universities) 2. <b>Essential Experience :</b> Completed 2 Years experience in the fields of accounts and finance in any Govt. Office or Private Office. 3. <b>Essential Computer Skills :</b> Proficiency in Tally Accounting software and MS Office. 4. The applicants must be permanent resident of West Bengal 5. The applicant must have knowledge of local languages	1. B.Com (Hons) 2. CA(Inter) / CMA (Inter)/ CS (Inter)	Minimum 21 Years, Maximum 40 years	Rs. 26000 /-