

**Government of West Bengal**  
**Department of Water Resources Investigation & Development**  
**Office of the Project Director, West Bengal Accelerated Development of Minor Irrigation Project**  
**ICMARD Building, Block- 14/2, Scheme- VIII (M), 5<sup>th</sup> Floor, Ultadanga, Kolkata –700 067.**  
**Telephone: 033-2356-7546/48/49 Fax: 033-23567547 Email ID: pdwbadmip@gmail.com**

**The INVITATION:**

The Project Director, West Bengal Accelerated Development of Minor Irrigation Project (WBADMIP) under Water Resources Investigation & Development Department, Govt. of West Bengal invites application from the intended candidates/dedicated professionals to fill up the following category of vacant or likely to be vacant posts on purely contractual basis for engagement in the District /State Project Management Units (DPMUs/SPMU) under WBADMIP as noted below:

<p><b>1. <u>Agriculture Field Assistant- 06 contractual posts (unreserved).</u></b></p> <p><b><u>Eligibility Criteria:</u></b> For Fresh Candidate- Graduate in Agriculture/horticulture or equivalent from a recognized university</p> <p><b><u>Age limit</u></b> For Fresh Candidate-The upper age limit shall be 37 years as on 01.01.2019 with relaxation as per Govt. order.</p> <p><b><u>Consolidated Pay per month:</u></b> For Fresh Candidate - Rs 20,000/-</p>
<p><b>2. <u>Fishery Field Assistant- 02 contractual posts (unreserved),</u></b></p> <p><b><u>Eligibility Criteria:</u></b> - Graduate in Fishery or equivalent from a recognized university.</p> <p><b><u>Age limit:</u></b> -The upper age limit shall be 37 years as on 01.01.2019 with relaxation as per Govt. order.</p> <p><b><u>Consolidated Pay per month:</u></b> - Rs 20,000/-</p>
<p><b>3. <u>Data Analyst – 2 posts (UR)</u></b></p> <p><b><u>Qualification:</u></b> Graduate in any discipline (preferably in IT). <b><u>Experience:</u></b> - 2 Years.</p> <p><b><u>Consolidated Pay per month :-</u></b> Rs. 15000.00 <b><u>Age limit:</u></b> -The upper age limit is 37 years as on 01.01.2019 with relaxation as per Govt. order</p>
<p><b>4. <u>Office Assistant:-6 post (UR)</u></b></p> <p><b><u>Qualification:</u></b> Graduate in Science / Arts / Commerce or equivalent with computer knowledge in MS Pack, e mail etc.</p> <p><b><u>Experience:</u></b> 5 years. <b><u>Age limit:</u></b> -The upper age limit is 37 years as on 01.01.2019 with relaxation as per Govt. order</p> <p><b><u>Consolidated Pay per month :-</u></b> Rs. 15000.00</p>
<p><b>5. <u>Database Manager:-3 posts (UR)</u></b></p> <p><b><u>Qualification:</u></b> Bachelor Degree in IT or equivalent</p> <p><b><u>Experience:</u></b> 3 Years. <b><u>Age limit:</u></b> -The upper age limit is 37 years as on 01.01.2019 with relaxation as per Govt. order</p> <p><b><u>Consolidated Pay per month :-</u></b> Rs.25000.00</p>
<p><b>6. <u>Fisheries Specialist- 2 post (UR)</u></b></p> <p><b><u>Qualification:</u></b> Master Degree in Science with specialization in fish and pisciculture or equivalent.</p> <p><b><u>Experience:</u></b> -05 Years in concern field <b><u>Age limit:</u></b> -The upper age limit is 37 years as on 01.01.2019 with relaxation as per Govt. order. <b><u>Consolidated Pay per month :-</u></b> Rs. 35000.00</p>
<p><b>7. <u>Divisional Accountant:-(UR) likely to be vacant soon.</u></b></p> <p><b><u>Qualification:</u></b> Retired Divisional Accountant of PAG (WB). <b><u>Experience:</u></b> N/A.</p> <p><b><u>Consolidated Pay per month :-</u></b>Last Pay –Pension as per prevailing G.O.</p> <p><b><u>Age limit:</u></b> -The upper age limit is 62 years as on 01.01.2019. (candidates on the verge of retirement can apply).</p>

**N.B. The Contractual posts/positions noted above may vary as per vacancy for the DPMUs/SPMU of West Bengal.**

## **INSTRUCTIONS FOR APPLICANTS:**

Only Citizen of India can apply:-

1. Intended candidates have to submit basic details as asked in the **Website:** [www.wbadmip.org](http://www.wbadmip.org) for each category of contractual post. The Candidates who would like to apply for more than one post should submit basic details for each post each time in the Website. **All the Fields** for information should be filled up before uploading in the website as noted. The candidates should submit single time for one post. The Fields for **information not applicable** for a particular post/position should be filled with **zero (0)**.
2. The **last date of submission basic details** in the website is: **27<sup>th</sup> February, 2019 up to 02.00 PM.**
3. On the basis of Basic details submitted by the candidates, shortlisting would be done based on qualification & experience as uploaded by the candidates in the website. Shortlisted candidates would be informed through their respective e-mail id available from the website for examination (interview and/or written or both) along with attachment of necessary documents. It will be informed through Telephone/SMS only if there is no e-mail id available and candidates (shortlisted only) have to come to project office for collecting his/her necessary documents (application form etc.) for examination.

### **Applicable for shortlisted candidates only-**

- i) Separate **Application Form** (in hard copy) to be filled up for each post **only when the candidate is shortlisted for Examination (Interview and/or Written test).**
- ii) The **shortlisted candidates** should submit duly completed application form half an hour before interview/written test along with the copies of the following documents attested by competent authority or self-attested (i. attested copy of age proof certificate, ii. attested copy of SC/ST/OBC certificate where applicable issued by competent authority, iii. attested copy/copies of mark sheets for each examination passed (10<sup>th</sup> onwards as applicable) & iv. attested copies of experience and other certificates as required). All the above mentioned certificates, documents etc. in original must be produced during verification before interview/written examination failing **which his/her candidature may be cancelled.**
- iii) One no. latest colored passport size photographs with signature & date thereon are required to be enclosed /affixed on the application form in the space provided for the same.
- iv) **Shortlisted candidates** may send the Application form (attachment of e-mail) duly filled up through ordinary post/ can be dropped at the WBADMIP office mentioning the **receipt/token no. obtained from the website after submission of basic details and category of post applied for** on the top of envelope and should be addressed to WBADMIP, ICMARD Building, Block-14/2, Scheme- VIII (M), 5<sup>th</sup> Floor, Ultadanga, Kolkata –700067. The application must reach **half an hour before the schedule time of interview /written test.** If the application with requisite documents reaches after due date & time or not reaches at all, the project authority will not be responsible for his candidature at any stage. **Application through fax/e-mail or any other mode will not be accepted.**
- v) **Closing date and time** for receipt of applications for **shortlisted candidates only: 01.03.2018 up to 10.30 A.M. or as informed through email/SMS/Telephone.**
- vi) Candidate should put his/her full signature in the application form and it should be identical during interview and subsequent correspondences. Otherwise his/her **candidature may be cancelled.**

- vii) Application form not properly filled up or incomplete in any respect (e.g. without signature & required documents) would summarily **be rejected**.
- viii) Canvassing in any form would disqualify the candidature. The candidate should conduct properly with project officials/other candidates before and after his/her interview inside the office premises otherwise his/her candidature may **be cancelled**.
- ix) Candidate must fulfil the **essential minimum qualification and age** as noted above (academic and professional and experience if any by the closing date and time) otherwise his/her **candidature may be cancelled**.
- x) **Shortlisted candidates** in service either in Govt. / local statutory body/Govt. Undertaking should apply through proper channel. They may submit an advance copy of application addressed to the WBADMIP, ICMARD Building, Block- 14/2, Scheme- VIII (M), 5<sup>th</sup> Floor, Ultadanga, Kolkata –700067 within due date.
- xi) The candidates should be conversant in Bengali language.
- xii) All the degree/diploma/other certificates mentioned in the advertisement must have been obtained from recognized Universities / Institutions with appropriate equivalence certificate if necessary.
- xiii) The authority reserves the discretion of conducting written test and, or personal interview or both with a view to short list candidates for each post. Any dispute regarding recruitment will be in the discretion of the Project Director.
- xiv) The respective posts carry a consolidated pay inclusive of every demand.
- xv) Selected candidates are liable to be posted/ transferred within the state of West Bengal.
- xvi) Authority reserves the right to cancel the appointment, if a candidate is found not eligible at any stage even after appointment. Engagement is purely contractual basis and will not be regularized in future in any manner whatsoever. **Initial appointment will be given for one year or less than one year** and may be renewed every year for a period (one year or less) on performance basis up to the end of the Project. The candidates so engaged shall not be eligible for being engaged under any establishment of Government or under any Project by virtue of this engagement in future.
- xvii) No TA/DA is admissible for the written test/ trade test/ interview etc.
- xviii) Short listing or receiving message/letter for the interview/written test must not be treated as appointment for the post on contractual basis.
- xix) The applicants may browse the WBADMIP website from time to time for additional information, if any.
- xx) **The number of vacancy for any or all of the post/categories may vary.**
- xxi) The shortlisted candidates have to enter in the office premises after showing his/her **identity card having photo proof** in any manner issued by any competent Govt. Authority.
- xxii) **The recruitment process can be modified/cancelled/postponed/suspended/terminated without any prior notice assigning any reasons at any stage.**

**Mode of Selection-**

Selection of candidates will be made on the basis of shortlisting/screening on evaluation criteria [academic and professional qualification (if any) and experience] first, and then followed by interview/written test or both for the **shortlisted candidates** only.

Sd/-  
Project Director  
WBADMI Project