



# SILIGURI MUNICIPAL CORPORATION

P.O. SILIGURI, DIST. DARJEELING (W.B.), ☎ 2432804, 2435444, 2433277, 2433744, 2435282, 2536311

Memo No. 71 /SMC/UPE/2017-18

Dated 01/06/2017

## NOTICE

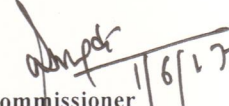
Application are invited from the eligible candidates for engagement of specialist / expert for the following post at City Mission Management Unit (CMMU) under National Urban Livelihood Mission (NULM) on purely contract basis in the Siliguri Municipal Corporation.

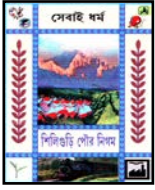
Sl. No.	Name of Post	No. of Post	Qualification / Experience
1	<b>Manager – Skills &amp; Livelihoods</b>	1 (one)	<b>Education qualification :-</b> Bachelor degree in Social Science preferably in Social Work / Sociology /Economics /Management. <b>Experience :-</b> 2-3 year practical experience of working in implementation of skill training & placement programmes. <b>Other qualification :-</b> (a) Proficient with MS Office, strong Analytical skills and experience of working with govt. Institution will be given preference. (b) Fluency of English and Bengali or local languages of West Bengal.

- The Upper age limit for the specialist /expert will be 40 (Forty) years as on 01.04.2017.
- Contractual monthly remuneration for the above post will be Rs. **50,000/-** (rupees fifty thousand) only.
- Self attested copies of all Certificates / Testimonials are required to be attached with the prescribed Application form (which shall be downloaded from SMC official website [www.siligurismc.in](http://www.siligurismc.in)). Original Certificates / Testimonials will have to be produced before Interview, failing which, candidature will be rejected straightway. Candidates acquiring Educational Qualification after the date of application are not eligible.
- One copy of the self signed photograph of the candidate is to be pasted on the application & name of the post for which applied must be mentioned on the cover of the application and top of the application as **“APPLICATION FOR THE POST OF “MANAGER – SKILLS & LIVELIHOODS””**
- Application should reach at the following address on or before 16<sup>th</sup> June 2017 up to 1:00 PM sharp.**

To  
The Commissioner  
Siliguri Municipal Corporation, Baghajatain Road, P.O. :- Siliguri ,Dist:- Darjeeling ,734001

- For more details please visit our Official Website :- [www.siligurismc.in](http://www.siligurismc.in)

  
Commissioner  
Siliguri Municipal Corporation



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## APPLICATION FORMAT

Application No. \_\_\_\_\_  
(for office use only)

To  
The Commissioner  
Siliguri Municipal Corporation  
Baghajatin Road, Siliguri

Paste self attested  
Recent colour  
Photograph of size  
4.5cm X 3.5cm  
(Do not staple)

Application for the post of \_\_\_\_\_

01. Name of the Candidate: \_\_\_\_\_  
(In capital letter)

02. Present Address : \_\_\_\_\_  
: \_\_\_\_\_

03. Permanent Address : \_\_\_\_\_  
: \_\_\_\_\_

04. Father's/Husband Name: \_\_\_\_\_

05. E-mail address (if any) : \_\_\_\_\_

06. Contact No \_\_\_\_\_

07. Date of Birth : \_\_\_\_\_(DD)/\_\_\_\_\_ (MM)/\_\_\_\_\_ (YY).

08. Age on 01.04.2017 :

09. Nationality :

10. Sex (Please tick) :  Male  Female

11. Educational Qualification: (attach photo copy of certificates duly self attested)

Examination Passed	Board/College/University	Year of Passing	Division/Class/Grade	Percentage of Marks/Grade Obtained

12. Additional qualifications, kindly specify:

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13. Working Experience, please specify:

(Please enclosed experience certificate, if any)

Sl No.	Name of the Organization	Designation/Name of the post	Experience (Duration of Work)		Nature of work done
			Year	Month	

14. Language Known : \_\_\_\_\_

15. Check List of documents enclosed

Sl. No.	Documents (duly self attested )	Put tick here

**Declaration** : I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement. These conditions are acceptable to me and I fulfill these conditions. The details mentioned in the Application are true and I shall furnish the necessary documents in original whenever required.

If any information / details found to be incorrect/false at any stage of the selection process or if any fact found to have been concealed by me or detected even after the appointment, my engagement shall be liable to be terminated and appropriate legal action shall be taken against me.

Date:

Place:

\_\_\_\_\_  
Full Signature of the Applicant