

**OFFICE OF THE COUNCILLORS  
COOCH BEHAR MUNICIPALITY  
COOCH BEHAR**

FAX : 03582-222656 PHONE : 03582-222286 MAIL Id: chairmancbm@gmail.com

**EMPLOYMENT NOTICE NO.:06/14 Dt. 22/12/14**

Application in the "Prescribed Format" are invited from the eligible candidates for engagement of Specialists /Experts as detailed below, under Comprehensive Capacity Building Programme (CCBP), JnNURM at City Level Reforms and Performance Management Cell (RPMC) under Cooch Behar Municipality, Cooch Behar, on contract basis.

Terms and conditions noted below:-

1. The upper age limit for all the post is 40 years as on 1.10.2014.
2. No TA/DA will be paid to the candidates for the selection test / interview.
3. Candidates should apply in the "Prescribed Application Form" only downloaded from the Website [www.coochbeharmunicipality.com](http://www.coochbeharmunicipality.com)
4. Candidate must furnish the self attested photo copies of all testimonials and certificates issued by the competent authority with application and self attested photocopy of the age proof certificate with the application.
5. Self attested recent 2 copies passport size photo to be pasted one in Application Form and other one in Admit Card
6. Application should be addressed to the Chairman, Cooch Behar Municipality, M.J.N Road, P.O. Cooch Behar, Dist. Cooch Behar, Pin-736101
7. Envelope containing the application should be super scribed with "Application for the post of....."
8. Two (2) self addressed (24cmX11cm) envelop with postage stamp of Rs. 40/- (Rupees Forty) each.
9. Applications should be sent by ordinary post / registered post / courier service / speed post which should reach this office on or before 10.01.2015 upto 4.00 p.m. Applications received after the scheduled date & time shall not be entertained.
10. Selection Procedure: Selection of the candidates will be made on the basis of the selection test or Interview or both, as to be decided by the City Level Selection Committee.
11. Authority reserves the right to cancel all or any application without assigning any reason.
12. The Specimen "Application Form" is also available in the Municipal Notice Board of Cooch Behar Municipality, Cooch Behar, Cooch Behar.

**The last date for submission of application: 10.01.2015**

Sd/-  
Chairman  
Cooch Behar Municipality



8) Academic Qualification:

Sl. No.	School/Board/Univ./Inst.	Exam Passed	Year of passing	Total Marks	Marks Obtained	Percentage

9) Computer Knowledge:

10) Experience:

Sl. No.	Name of the Employer	Name of the Post	Date of Joining	Date of Leaving	Gross Salary Drawn	Whether the job is temporary or permanent	Type of Work Done

11) Additional Qualification (if any):

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 certificates 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 services may be terminated.

Date:

Place:

Signature of the Candidate

**ADMIT CARD**

**TO BE FILLED IN BY THE CANDIDATE**

Name of the post applied for:-

Attach  
passport size  
photo duly  
self attested

1) Name:-

2) Father's Name:-

3) Postal Address:

4) Date of Birth:

Note:- Bring all original certificates in support of Age, Educational Qualification etc.

**Signature of the Candidate**

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**TO BE FILLED IN BY THE APPLICATION RECEIVING AUTHORITY**

ROLL NO .....

Name of the Examination / Interview Centre  
With complete address :

Date of Examination / Interview and time :

Reporting time at the Centre :

**Signature of the Authority**