

OFFICE OF THE COUNCILLORS
SAINTHIA MUNICIPALITY

P.O.-SAINTHIA O DIST.-BIRBHUM

MEMO No. 05/2025/5/1/2025

Date: - 06/01/2025

Recruitment Notice

Applications are hereby invited from the married/ divorced/ widow female resident of the Sainthia Municipality for the post of (1) One Honorary Health Worker at Sainthia Municipality. Applicants will submit applications in the earmarked box fixed at Sainthia Municipality Office, personally stating qualifications etc. along with C.V. with one copy recent Passport Size Photo, self attested Mark sheet and Experience certificate (if any in social service) on or before 28.01.2025 within office hour.

Eligibility & Details:-

Name of the Post	Honorary Health Worker (HHW)
Vacancies	01 (one)
Honorarium	Rs. 5,250 (Rupees Five Thousand Two Hundred Fifty Only)
Qualification	Madhyamik or equivalent. Candidates having higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered.
Age	Candidates must be in the age group of 30-40 years as on 01.01.2025. In case of SC/ST/OBC (A/B) candidates must be in the age group of 22- 40 years.
Tenure of engagement	The engagement shall be made purely of contract initially for a period of 1 (one) year from the date of joining of HHW and shall be extended further on the basis of satisfactory performance on obtaining approval for extension from the UD&MA Department.

INFORMATION:

1. Submission of more than one application for the post by same candidate is strictly forbidden.
2. The prescribed qualifications are the bare minimum mere possession of the same does not entitle applications to be called for the interview. If the number of application received in response to the advertisement is large and it is not conveniently possible for the Municipality to interview all the applicants, the Sainthia Municipality may restrict the number of candidates to be called for interview to the ratio 1:10 on the basis of higher marks in the essential qualifications.

3. Final merit list will be prepared based on marks obtained by the candidates in the Madhyamik or equivalent examination (90% weightage) and score secured in interview(10% weightage) taken together. If same marks obtained by two or more candidates, preference would be given to the more experienced candidates who has rendered social service.
4. A candidate claiming to be S.C, S.T, O.B.C category must have a certificate in support of her claim from a competent authority of West Bengal and the certificate must be obtained within the closing date of receipt of application and no claim in this regard will be entertained afterwards. In case a candidate is unable to produce the relevant valid certificate in support of the claim made by the candidate at the time of document verification, her candidature will be summarily rejected.
5. All requisite certificates regarding educational qualification, proof of age, other relevant experience certificated and other requisite documents must be furnished as and when required by the municipality.
6. If at any stage even after issue of a letter of recommendation for appointment a candidate is found ineligible in terms of the advertisement her candidature will be cancelled without further reference to her.
7. Photo copy of the following documents are to be submitted mandatorily by the applicant with the application:
 - a) Proof of residence (Aadhar Card/ Voter ID/ Ration Card)
 - b) Mark sheet of Madhyamik or equivalent examination as applicable.
 - c) The proof of SC/ST/OBC-A/ OBC-B in case of SC/ST /OBC-A/ OBC-B candidates, as per certificate issued by the Sub-Divisional Officer.
 - d) To establish the marital status of the candidate, the applicant must enclose attested copy of Marriage Certificate/ Voter Card/ Ration Card/ Aadhar Card mentioning husband name for married candidate, death certificate of husband for widows and Order of Hon'ble Court for divorce if any for divorcees.
8. Original documents will be verified at the time of interview.
9. All Information regarding recruitment, List of eligible candidates, Date of interview etc. will be notified on the Sainthia Municipality's website WWW.sainthiamunicipality.com. No separate call letter will be issued. The date of interview will be intimated accordingly.



(Sri Biplab Dutta)
Chairman, Sainthia Municipality

Chairman
Sainthia Municipality
Sainthia, Birbhum