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## OFFICE OF THE MUNICIPAL COUNCILLORS OF CHAMPDANY

1, POURA BHAWAN ROAD, CHAMPDANY  
P.O. BAIDYABATI, DIST.-HOOGHLY, PIN-712222

Memo No. : 1261/25-26/CM

Date : 01/12/2025

### **NOTICE FOR EMPLOYMENT**

In reference to the Memo No.925/MA/O/C-9/2A-7/2015 Dated 02.11.2020, 582/UDMA-13014(99)/78/2020-BDG-MA SEC Dated, 26<sup>th</sup> February, 2021 and 1556-UDMA-11012(99)/45/2021 Dated 04.07.2025 and 2731-UDMA-11012(99)/45/2021 Dated. 25/11/2025 eligible candidates are hereby invited to appear for **Walk-in-interview on 16<sup>th</sup> December, 2025, Tuesday, at 12.30 pm** at office Chamber of the Chairman, Champdany Municipality. Candidates may download the Application Form from the official Website of Champdany Municipality : <http://www.champdanymunicipality.org/> and SUDA website : <http://www.sudawb.org>.

#### **Details of the Post :**

Sl. No.	NAME OF THE POST	NO OF VACANCY	ELIGIBILITY
1.	<b>HEALTH OFFICER (Contractual Basis)</b>	<b>01</b>	<b>3.</b> Medical qualification included in the 1 <sup>st</sup> or 2 <sup>nd</sup> schedule or part- 2 of the 3 <sup>rd</sup> schedule of the Indian Medical Council Act-1956 and registration as Medical Practitioner of West Bengal with desirable qualification of 2 years practicing experience. <b>4.</b> Age Limit – not more than 62 years as on 1st January, 2025

#### **Terms and condition:**

1. The contractual remuneration of the Health Officer will be fixed at Rs. 62,000/- (Rupees sixty two Thousand) only per month (Reference Memo No. -582/UDMA-13014(99)/78/2020-BDG-MA SEC Dated. 26<sup>th</sup> February, 2021)
2. The Health Officer shall be engaged on contract initially for a period of 1 (one) year from the date of joining the post , thereafter the contractual service of the Health Officer may be renewed automatically for subsequent years and will continue unless he/she voluntarily resign or any allegation received from the concerned authorities of the municipality or any regular service Officer posted in the post of Health Officer or until further order whichever is earlier, however he/she shall not claim any permanent absorption at any regular post of Health Officer.
3. The candidates will have to apply in the prescribed Application Format [Enclosed].
4. The candidates should enclose self-attested photocopies of certificates of age, address, & qualifications along with the filled in application form.
5. No objection certificate (NOC) is required for those applicants who are working in any organization/ Govt. sector
6. The candidates will have to report at 10.30 AM on the day of interview at the office of the Champdany Municipality for document verification.
7. The candidates have to submit their applications through e-mail: [recruitmentchampdanyulb25@gmail.com](mailto:recruitmentchampdanyulb25@gmail.com) by 5 pm on 12/12/2025. All documents have to

- be scanned along with the application form in PDF format. However, interested candidates may appear in the walk-in-interview directly along with all relevant documents.
8. All original documents including experience certificates should be presented at the time of interview for scrutiny.
  9. All communication with the applicants will be made through email or over telephone only.
  10. NO TA/DA will be admissible for attending the said walk-in-interview.
  11. Decision of the selection committee will be final regarding the selection of the candidate



**Chairman, Champdany Municipality  
&  
Chairman- Selection Committee**

**Memo No :- 1261/1(9)/25-26/CM**

**Date :- 01/12/2025**

Copy forwarded for kind information to:

1. The Director, State Urban Development Agency; Ilgus Bhavan, Bidhannagar; Kol-700106 with request to kindly cause displaying the Notice at the official website of SUDA
2. The District Magistrate, Hooghly; with request to kindly cause displaying the Notice at the office Notice Board & upload at the official website of his district
3. The Chief Medical Officer of Health, Hooghly; with request to kindly cause displaying the Notice at the office Notice Board & upload at the official website of his office.
4. Sub Divisional Officer, Chandannagore, Hooghly; with request to kindly displaying the notice at the official notice board.
5. The Executive Officer; Champdany Municipality
6. The Finance Office, Champdany Municipality
7. The Nodal Officer (NUHM), Champdany Municipality
8. The IT Coordinator, Champdany Municipality with direction to upload the Notice at the Official Website Of Champdany Municipality
9. Office Notice Board, Champdany Municipality



**Chairman, Champdany Municipality  
&  
Chairman- Selection Committee**



## Application Format

Application No. :  
(For Office Use Only)

PASTE (Do not Pin or Staple here). Paste recent pass port size colour photograph of size 3.5 cm X 3.5 cm. The Colour photograph should not be more than 3 months old.

Please put your signature across the photograph.

PLEASE FILL UP THE APPLICATION IN CAPITAL LETTER (Except Signature)

### Application for the post of Health Officer-Champdany

#### 1. Name (In Capital Letter) :

FIRST NAME:

MIDDLE NAME:

SURNAME:

#### 2. Father's / Husband's Name (In Capital Letter) :

#### 3) DATE OF BIRTH (DD/MM/YYYY)

4) Age as on 01.01.2025  Years  Months

5) Marital Status (Tick in appropriate box):

Married

☐

Unmarried

☐

6) Nationality:

7) Address :

#### 7.1. PERMANENT ADDRESS (In Capital Letter) :

P.O :

Town / City :

Municipality :  Ward No:

District :

State :

Pin code :



**7.2. ADDRESS FOR CORRESPONDENCE (In Capital Letter) :**


**P.O:**

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**Town / City:**

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**Municipality :**

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**Ward No:**

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**District:**

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**State:**

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**Pin Code:**

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**8) Contact Details :****i. Mobile Number:**

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**ii. Whatsapp No. :**

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**iii. E- mail id :**

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**9) Academic Qualification :**

Sl. No.	School/ Board/ University/ Institute	Degree/ Diploma	Year of passing	Duration	Percentage of marks obtained

**10) Additional Qualification (If any) :****11) Practicing Experience :**

**12) Check List of documents: (PLEASE TICK ✓ IN THE BOX )**

Sl. No.	Documents	Y/N	No. of documents enclosed (Photocopies)
1.	Proof of age (Madhyamik Admit card or Birth Certificate)		
2.	Proof of Academic Qualification		
3.	Proof of residence (Aadhaar Card/Voter Card/Ration Card)		

**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 likely to be terminated.

**Date:**

**Place:**

**Full Signature of the Candidate**