Phone No.2501-0359 Fax No.2501-7736 E-Mail I.D. titagarh2007@yahoo.com

OFFICE OF THE BOARD OF ADMINISTRATORS OF TITAGARH MUNICIPALITY

No. 82/TM/2021

From:

Sri Prashanta Chowdhury

Chairperson, Titagarh Municipality

Dated, Titagarh, 5th. February, 2021.

To
The Director,
State Urban Development Agency (SUDA),
ILGUS Bhavan, HC Block, Sector-III,
Bidhannagar,
Kolkata – 700106.

Sub: Intimation about advertisement of brief Employment Notice in respect of engagement of 1 (one) Health Officer on contract under Titagarh Municipality

Sir,

This is to inform you that the 1st. meeting of the Selection Committee for engagement of Health Officer of Titagarh Municipality as constituted in terms of the letter No.SUDA-11017(18)/1/2020/5608 dated 04.11.2020 of Director, SUDA issued in light of Notification No.925/MA/O/C-9/2A-7/2015 dated 02.11.2020 of the Joint Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan, was held to-day and it has been decided to invite applications on line in the website of Titagarh Municipality and website of Deptt. of UD&MA through Employment Notice and brief advertisement in one Bengali & one English newspaper on 08.02.2021.

In this connection, the Employment Notice of this Municipality for engagement of Health Officer on contract is being sent to you for uploading the same in the Deptt. website from your end.

Thanking you,

Encl: As stated.

Yours faithfully,

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Chairperson, Titagarh Municipality

Chairperson

TITAGARH MUNICIPALITY

1, B.T. Road, Titagarh, North 24-Parganas, Kolkata – 700119.

EMPLOYMENT NOTICE

Titagarh Municipality invites applications for engagement of 1 (one) Health Officer (MBBS) on contract. Age limit: 62 yrs. as on 01.01.2020. Contractual remuneration Rs.40000/- p.m. Last date of submission of application is 25.02.2021.

For details visit our website: www.titagarhmunicipality.in & www.sudawb.org and Notice Board.

Dated: 08.02.2021.

Sd/- Chairperson Titagarh Municipality

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Dated: 08.02.2021.

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All Members of Board of Administrators of Titagarh Municipality

The solar Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan.

The Director, SUDA, ILGUS Bhavan, HC Block, Sector-III, Bidhannagan, Kolkata 700106. 4. The District Magistrate, North 24-Parganas.

5. The S.D.O., Barrackpore, North 24 Parganas.

6. All Members of Selection Committee for engagement of Health Officer of Titagarh Municipality

7. The IT Co-Ordinator, Titagarh Municipality – with the direction to make necessary arrangement, as discussed.

8. Notice Board, Titagarh Municipality

9. Guard File

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Chairperson, Titagarh Municipality & Chairman of Selection Committee for engagement of Health Officer of Titagarh Municipality



OFFICE OF THE BOARD OF ADMINISTRATORS OF TITAGARH MUNICIPALITY

1, B.T. Road, Titagarh, North 24-Parganas, Kolkata – 700119.

EMPLOYMENT NOTICE

No. Recruitment/TM/2021/1

Dated: 08.02.2021.

In terms of the letter No.SUDA-11017(18)/1/2020/5608 dated 04.11.2020 of Director, SUDA issued in light of Notification No.925/MA/O/C-9/2A-7/2015 dated 02.11.2020 of the Joint Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan, applications are invited on line at the website of Titagarh Municipality (www.titagarhmunicipality.in) & at the website of Urban Development & Municipal Affairs Department (www.toda.wb.org) in the prescribed application form from the eligible candidates for engagement of one (1) Health Officer on contract under Titagarh Municipality as per the following guidelines.

- 1. The Health Officer shall be engaged on contract initially for a period of 1 (one) year.
- 2. The contractual remuneration of the Health Officer will be Rs.40000/- (Rupees Forty thousand) only per month.
- 3. The applicants must have qualifications included in the 1st. or 2nd. schedule or part-2 of the 3rd. schedule of Indian Medical Council Act-1956 and registration as Medical Practitioner of West Bengal with desirable qualifications of 2 years practicing experience.
- 4. An interview will be conducted by the Selection Committee of this Municipality through a web based video conferencing app., which will be communicated to the candidate over his/her mobile no. & e-mail ID.

5. Age Limit: - Not more than 62 years as on 1st. January, 2020.

Last date of submission of application is 25.02.2021.

Encl: Application Form.

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Chairperson,
Titagarh Municipality &

Chairman of Selection Committee for engagement of Health Officer of

Titagarh Municipality
Chairperson
TITAGARY MUNICIPALITY

Dated: 08.02.2021.

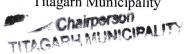
No. 83/7m/2021

Copy to:

- 1. All Members of Board of Administrators of Titagarh Municipality
- 2. The Joint Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan.
- 3. The Director, SUDA, ILGUS Bhavan, HC Block, Sector-III, Bidhannagar, Kolkata 700106.
- 4. The District Magistrate, North 24-Parganas.
- 5. The S.D.O., Barrackpore, North 24 Parganas.
- 6. All Members of Selection Committee for engagement of Health Officer of Titagarh Municipality
- 7. The IT Co-Ordinator, Titagarh Municipality with the direction to make necessary arrangement, as discussed.
- 8. Notice Board, Titagarh Municipality
- 9. Guard File

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Chairperson,
Titagarh Municipality &
Chairman of Selection Committee for
engagement of Health Officer of
Titagarh Municipality



APPLICATION FORMAT

(For the post of MEDICAL OFFICER on contract)

To The Chairperson, Titagarh Municipality, 1, B.T. Road, Titagarh, North 24-Parganas, Kolkata - 700 119. Paste self 01. Name attested recent colour photograph of size 4.5 cm x 02. Address 3.5 cm (do not staple) PIN [Name and address to be filled in the capital letter, one letter in the each box. Leave one box in between name, middle name, surname, house no. and street/road] 03. Father's/Husband's Name: 04. Contact No.(Mobile) 05. E-Mail ID, if any 06. Date of Birth 07. Age as on 01.01.2020 08. SEX (Tick the appropriate) : Male / Female 09. Nationality 10. Religion 11. Educational Qualification: 12. Professional / Other Qualifications, or Specialization, if any 13. Experience, if any, please specify: 14. SEX (Tick the appropriate) : Male / Female 15. Nationality . 16. Religion I do hereby declare that all the information stated in this application form are true. In case any of my information furnished and document attached hereto is found to be not true and if I fail to produce relevant documents in support of the eligibility criteria, my candidature is liable to be cancelled by the appropriate authority at any stage of the Selection/Recruitment process. Full Signature of the Applicant Place: _____

TITAGARH MUNICIPALITY

Minutes of the proceedings of the 1st. meeting of the Selection Committee for engagement of Health Officer of Titagarh Municipality as constituted in terms of the letter No.SUDA-11017(18)/1/2020/5608 dated 04.11.2020 of Director, SUDA issued in light of Notification No.925/MA/O/C-9/2A-7/2015 dated 02.11.2020 of the Joint Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan held at the Conference Hall of Titagarh Municipality on 05.02.2021 at 1.00 p.m.

Members present (Attendance Sheet enclosed):

Sl. No.	Name	Designation	Position in the Selection Committee
1	Shri Prashanta Chowdhury	Chairperson, Board of Administrators of Titagarh Municipality	Chairman
2	Dr. Apurba Das	ACMOH, Barrackpore Sub-Division (Representative of the CMOH, North 24-Pgs.)	Member
3	Shri Gouranga Chandra Ghosh	Executive Officer, Titagarh Municipality	Member
4	Smt. Chaitali Ghosh	Finance Officer, Titagarh Municipality	Member Convenor

The meeting was presided over by the Chairperson of Board of Administrators of Titagarh Municipality as well as Chairman of Selection Committee for engagement of Health Officer of Titagarh Municipality on contract. He requested Smt. Chaitali Ghosh, the Finance Officer as well as Member Convenor of the Selection Committee to brief the house about the procedure of engagement of Health Officer on contract under this Municipality.

Smt. Chaitali Ghosh, the Finance Officer as well as Member Convenor of the Selection Committee tabled the letter No.SUDA-11017(18)/1/2020/5608 dated 04.11.2020 of Director, SUDA issued in light of Notification No.925/MA/O/C-9/2A-7/2015 dated 02.11.2020 of the Joint Secretary to the Govt. of West Bengal, UD&MA Deptt., Nagarayan and read out its contents.

After discussion it was unanimously resolved that -

- 1. The Detail Employment Notice be prepared as per the guidelines.
- 2. A brief advertisement be prepared and advertised in one Bengali & one English newspaper.
- 3. The Director, SUDA be sent a letter requesting him for making necessary arrangement so that the applicants may also submit on line application in the website of the Deptt. of U.D. & M.A.
- 4. Applications be invited on line on and from 08.02.2021 & necessary arrangements be made in the website of Titagarh Municipality.
- 5. The last date of receiving of applications on line will be 25.02.2021.
- 6. After receival of such application, an interview be conducted by the Selection Committee of this Municipality through a web based video conferencing app., which will be communicated to the candidate over his/her mobile no. & e-mail ID.

Since there was no other business to transact, the meeting ended with vote of thanks to & from the chair.

Chairperson,
Titagarh Municipality &
Chairman of Selection Committee for
engagement of Health Officer of

engagement of Health Officer Titagarh Municipality

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Chairperson TUTA GARY MUNICIPALITY