

**GOVERNMENT OF WEST BENGAL
OFFICE OF THE DEPUTY DIRECTOR OF HORTICULTURE
DEPARTMENT OF F. P. I. & HORTICULTURE
ZILLA PARISHAD, NORTH 24 PARGANAS BARASAT**

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NOTICE No. 01/DDH/N 24 PGS/18-19

Dated: 19/09/2018

NOTICE FOR ENGAGEMENT OF ONE ACCOUNTS CLERK/ACCOUNTANT-CUM-CLEAR

Walk-in Interview for engagement of one Accounts Clerk/Accountant-cum-Clerk for office of the Deputy Director of Horticulture, District Horticulture Office, Zilla Parishad, North 24 Parganas on purely contract basis from retired Govt. employee for 1 (one) year with consolidated pay @ Rs. 7,000/- (Rupees Seven thousand) only per month.

- Name of post : **Accounts Clerk /Accountant-cum-Clerk.** Vacancy: 01 (one)
- Eligible Criteria : Must be retired Govt. Employee with good records and during his/her service life he/she must have hold the post of ACCOUNTANT/UDC for at least one year. The candidate must be from local area and should have sound health.
- Age : Not more than 63 years as on the date of joining. On attaining 65 year's contract will be terminated.
- Desirability : Knowledge of handling of schemes related to Agriculture/Horticulture.

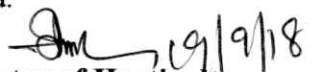
Last Date of submission of Application: 01/10/2018 by 4 PM directly to the Office of the undersigned.

The candidates are required to submit signed application as per format to be supplied mentioning (1) Name (2) Fathers name (3) Date of Birth (4) Permanent Address (5) Qualification (6) Experience and (7) Date of Retirement from Govt. Service; along with attested photocopy of testimonials (Address proof, age proof, service proof, two copy recent pass port size photograph).

All original testimonials to be produce on the date of Interview for verification.

The Walk-in Interview will be held on (Date & time to be informed through District Website) at the Zilla Parishad Annexe Building Meeting Hall, Barasat.

The candidate should report along with application within **(Date & time to be informed through District Website)** on the date of interview positively in the office of the undersigned.


Deputy Director of Horticulture,
North 24 Parganas, Barasat.

APPLICATION FORMAT

**Engagement of Accounts Clerk/Accountant Cum-Clerk at office of the Deputy Director of Horticulture,
District, Horticulture Office, North 24 Parganas**

Paste recent
Passport size
photograph with
Signature

To,
The Deputy Director of Horticulture,
North 24 Parganas, Barasat

Sub: Engagement of Accounts Clerk/Accountant Cum-Clerk at office of the Deputy Director of Horticulture,
District Horticulture Office, North 24 Parganas, Barasat.

Ref: Your Notice No. _____, Dated: _____

Sir,

In reference to above I would like to offer myself for the post of Accounts Clerk/Account Cum-Clerk for your office.

My bio-data is given below:

1. Name (Capital Letter) :
2. Father's / Husband Name :
3. Date of Birth :
4. Age as on 01.10.2018 :
5. Permanent Address :
:
:
:
6. Date of Retirement in Govt. Service :
7. Experience with Name of the Development :
8. Name of the Post at the time of Retirement :
9. Contact No. & mail ID :

I do here by declare that the information given above is correct and true to the best of my knowledge and belief and the necessary documents have been enclosed with this form.

Date:

Place:

Signature of the Candidate