

BUDGE BUDGE MUNICIPALITY

71, Mahatma Gandhi Road, Budge Budge, 24 Parganas (S), Pin - Kolkata - 700137

Visit Us.: www.budgebudge municipality.orgE-mail ID : chairmanbbm@gmail.com

From :

Gautam Dasgupta
CHAIRMAN
 Budge Budge Municipality

Residence :
 A/3, Govt Quarters
 P.O. & P.S.- Budge Budge
 Dist.- South 24 Parganas
 Mob.: 9830220417 / 8017784024

Ref. No. B/B/M

Date.....

Recruitment Notice

Applications are invited for engagement ⁱⁿ of the following sanctioned posts for U-HWC under XV finance commission for Budge budge Municipality vide memo no. CMOH (SPG)/NUHM/7244 DATED 27.7.2022 initially for a period of 1 year.

SL NO	NAME OF THE POST	NO OF POST	EDUCATIONAL QALIFICATION	Age	EXPERIENCE	REMUNERATION
#1	CLERICAL ASSISTANT	2	Graduate or equivalent from recognized university with computer certification in ms office ^{internet}	18-40 years	proficiency in ms office & internet.	₹10000/MONTH
#2	CLEANING STAFF	2	madhyamik pass or equivalent	18-40 years	to clean U-HWC premises	₹5000/MONTH

IP 26/5
 15/7/22
 24/8/22



Eligible candidates will apply to budge budge municipality official website (<http://www.budgebudge municipality.org/>) addressing to Chairman, budgebudge municipality within 7 days of issuing this recruitment notice. Incomplete or wrongly filled application is liable to be cancelled. Following documents are required for application:

- a) Photo proof of identity card (voter card/adhar card/pan card)
- b) Address proof
- c) Recent passport size photo 2 copy
- d) Age proof certificate
- e) Self attested all mark sheets
- f) Computer proficiency certificate
- g) Experience certificate,if any.

[Signature] 17.08.22

**Chairperson
Budge Budge Municipality**

cc: 1013/17

Dated: 18.08.22

1. Vice Chairman, Budge Budge Municipality
2. Executive Officer Budge, Budge Budge Municipality
3. Finance Officer, Budge Budge Municipality
4. Accountant
5. Head clerk
6. Nodal Officer, NUHM, Budge Budge Municipality
7. Record keepers with request to display in notice board
8. Office File

[Signature] 17.08.22

**Chairperson
Budge Budge Municipality**

