



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR
PASCHIM MEDINIPUR DISTRICT. MIDNAPORE-721 101
DISTRICT PROJECT MANAGEMENT UNIT

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Memo No: 91 /KAN /SW /2023

Date: 26.05.2023

Applications are invited from eligible candidates for selection of the following posts at District Project Management Unit (DPMU) of Paschim Medinipur. The last date for submission of the form is up to 5.00 p.m. of 16.06.2023.

Name of post and eligibility

Name of the Post	Data Manager
Remuneration:	Rs. 11,000/- per month (consolidated).
No of posts:	01
Category:	(UR - 01)
Service Type:	Yearly contract basis.
Age:	Not less than 18 years and not more than 37 years as on first date of the year of publication(01.01.2023) of Advertisement.
Residential Qualification:	Applicant must be a citizen of India. Must be permanent resident of Paschim Medinipur. (Residential proof Aadhar card/ Epic card must be provided.)
Essential Qualification:	Graduate in any discipline. Certificate in Computer Application from a reputed and recognized institute. Must have typing Speed 30 wpm. Minimum 1 Year of working experience in any Government

Mode of Examination: It will be a three-stage selection against the posts with 100 marks distributed as under.

Data Manager

- Written Test comprising of General Knowledge & Current Affairs, General Mental Ability, Arithmetic and English 40 marks.
- Computer Test having 50 marks.
- Personality Test having 10 marks.

General guideline:

- ❖ The applicant must have possessed the required qualification on or before the date of publication of this advertisement.
- ❖ Applications should only be made online available in the website www.paschimmedinipur.gov.in.
- ❖ The selection will be made on the basis of written test, computer test and interview.
- ❖ The date time & venue of the examination will be displayed in the above-mentioned website in due course.
- ❖ The no of posts may vary than it is shown above.
- ❖ Mere application does not confer any right to be called for the examination and got selected for the post.

The shortlisted candidates for interview should bring the document in original and self-attested photocopies (for submission) in respect of identity proof, academic qualification, caste certificate, date of birth, certificate on knowledge in computer and experience certificate for verification. Canvassing in any form is strictly prohibited and may result in cancellation of candidature.

The Selection Committee reserves the right in all circumstances for any modification required.

The authority reserves the right to reject any application without assigning any reason. The application may be rejected due to reason of a) Incomplete application, b) Age criteria, c) Required educational qualification, d) Without proper Photograph and Signature, e) Any other criteria required as per the advertisement etc. & f) Canvassing in any form.

Application in any mode other than online will not be accepted.

Commencement of submission of online application: **29.05.2023, 11:00 a.m.**

Closing date for submission of online application: **16.06.2023, 05:00 p.m.**



District Magistrate
Paschim Medinipur.

Memo No: 91/1(A)/KAN/SW/2023

Date: 26.05.2023

Copy for information and requested to display in the office notice board to:

1. The Additional District Magistrate (Gen/Dev/LR/Pan/ZP), Paschim Medinipur.
2. The Sub-Divisional Officer, Medinipur Sadar/Kharagpur/Ghatal with request to send copies to all Sub-Divisional Offices.
3. The District Informatics Officer, NIC, Paschim Medinipur with request to upload the notice in the district website and arrange for provision of applications in the given format online by the applicants during the period mentioned.
4. Block Development Officer (All), Paschim Medinipur.



District Magistrate
Paschim Medinipur.