



**Govt. of West Bengal**  
**Office of the Block Development Officer**  
**Bolpur-Sriniketan Development Block**  
**Sriniketan : Birbhum**

Sriniketan, P.O-Sriniketan, Pin-731236, E-mail Id : [bdobolpursriniketan@gmail.com](mailto:bdobolpursriniketan@gmail.com)

**NOTICE**

Applications are invited from all eligible candidates for the vacant post of PM-POSHAN (Mid-day-Meal) Assistant Accountant at Bolpur-Sriniketan Development Block on contract basis.

Name of the post	Mode of recruitment and Qualification	Date & Time of Walk-in interview	Remuneration
Assistant Accountant	1) On contract basis from retired Govt. Employees with five years' experience of Accounts work in Govt. offices. 2) Computer Knowing person will be given preference. 3) Age should not be above 63 years as on 31/07/2025 4) The Applicant should be physically and mentally fit for the job.	24/07/2025 12.00 noon Reporting Time: 11.00 am to 11:30 am	Rs. 11,000/- per month or Re-employment remuneration in terms of Finance Deptt.'s order no. 3951-F, Dt 02/05/2009 whichever is less

The last date of submission of application: 15/07/2025 up to 5.00 pm at the Block Development Office, Bolpur-Sriniketan Development Block, Dist-Birbhum (except Saturday, Sunday & Govt. Holidays). It may be sent through Post/Courier/by Hand. Application reached after 15/07/2025 at 5.00 pm, will not be entertained.

**Selection procedure:**

Selection will be done through personality test cum Viva-voice. All eligible willing candidates are asked to appear at the Bolpur-Sriniketan Development Block Office for interview at 12.00 noon on 24/07/2025. A panel of 3 (Three) candidates (if available) will be prepared and the 1<sup>st</sup> one gets 1<sup>st</sup> preference. If the first one does not accept, the 2<sup>nd</sup> one will be given the offer of engagement. Incomplete form will be rejected.

**Documents to be submitted:**

Self-attested copies of following documents have to be submitted. Original copies of following documents have to be produced during the Personality Test cum Viva-voice.

- 1) EPIC Card (Self-attested copy).
- 2) Aadhaar Card (Self-attested copy).
- 3) Residential certificate from BDO in case of Block area and SDO in case of Municipality area (original copy).
- 4) Age proof-Admit card of Secondary Examination.
- 5) Original copy of Last Basic Pay Certificate from Head of the office attends last (Self-attested copy).
- 6) Pension paper (Self-attested copy).
- 7) Self-attested copy of last educational qualification (Certificate/Mark sheet).
- 8) Certificate of Knowledge in Computer (MS Office) (If any)
- 9) Recent Passport size color photograph (in addition to that the photo graph pasted with application form)

  
**Block Development Officer**  
**Bolpur-Sriniketan Development Block**  
**Sriniketan, Birbhum**

Copy forwarded for information with the request to display in the board for wide publication.

- 1) The District Magistrate, Birbhum.
- 2) The Additional District Magistrate,(Dev.) PM-POSHAN (MDM), Birbhum.
- 3) The SDO, Bolpur Sub-Division, Bolpur, Birbhum.
- 4) The Secretary, Birbhum Zilla Parishad, Birbhum.
- 5) The Officer-in-Charge, Mid-day-Meal, Birbhum.
- 6-24) The Block Development Officer, ..... (All), Birbhum.
- 25) The Savapati, Bolpur Sriniketan Panchayat Samity.
- 26) The Jt. BDO, Bolpur Sriniketan Development Block.
- 27) The D.I.O., N.I.C, Birbhum for display in the District Website for wide publicity with the request to enable the option for downloading the application form by the intending candidate.
- 28) The BMOH, Bolpur BPHC (with request for making wide publicity and display at office notice board)
- 29) The SI of schools, West Circle (With request for making wide publicity and display at office notice board)
- 30) The SI of schools, Intensive Circle. (With request for making wide publicity and display at office notice board)
- 31) The BL& RO, Bolpur (With request for making wide publicity and display at office notice board)
- 32) The CDPO, Bolpur, Birbhum (With request for making wide publicity and display at office notice board)
- 33) The BLDO, Sriniketan , Birbhum (With request for making wide publicity and display at office notice board)
- 34) The Post Master, Sriniketan Post Office (With request for making wide publicity and display at office notice board)
- 35-43)The Prodhan..... (ALL) G.P. (For wide publicity and display at office notice board)
- 44) Notice Board of this office.

  
*Block Development Officer*  
*Bolpur-Sriniketan Development Block*  
*Sriniketan, Birbhum*

**Application form for the post of PM-POSHAN(Mid-day-Meal) Assistant Accountant**

Affix a recent  
passport size  
photograph

1. Name of Candidate (In Block Letter) :
2. Name of the Father/Husband :
3. Date of birth :
4. Age as on 31/07/2025 :
5. Date of retirement from Govt. Service :
6. Educational Qualification :
7. Computer Knowledge : (Yes/No)
8. Permanent Address :
9. Present Correspondence Address:
10. Mobile No. :
11. Name of the post last held :
12. Last basic Pay Drawn :
13. PPO No. with Date :
14. Amount of Pension Drawn in full :

I hereby declare that the above information is true to the best of my knowledge.

Date :  
Place :

\_\_\_\_\_  
(Full signature of the applicant)