

Memo No: PBST/GS-2/SS(Rec.)/K/2025-26

Date: 11.08.2025

Recruitment Notice

Walk in Interview for Shakti Sadan Scheme under Mission Shakti run by Prabuddha Bharati Shishutirtha, At+P.O- Inda, P.S- Kharagpur Town, Dist.- Paschim Medinipur, Pin- 721305.

Name of the Position	No. of Positions	Remuneration (Monthly)	Male/ Female	Age limit	Qualification
Office Assistant	1	14,000/-	Female	25-40 years	Graduate in any stream with a minimum of 3 (three) years working experience and proficiency in working on computers at state or district level with Govt. or Non Govt. organizations.

Date and Time: **28.08.25** at 10 AM, Venue: Prabuddha Bharati Shishutirtha, Jnanendra Bhawan, Near Kharagpur LIC More, At+P.O- Inda, P.S- Kharagpur Town, Dist.- Paschim Medinipur, Mob.- 6297655251/ 9434192748/ 7548090824.

Instructions related to the candidate: Please bring original and one set of self attested photocopy of the following documents: a) All certificates and marks sheets related to educational qualification. b) Birth certificate/Valid age proof. c) Documents related to work experience and proficiency in working on computers d) Original Aadhaar card. e) Valid address proof. f) One copy recent passport size color photograph.

Sd/-
General Secretary
Prabuddha Bharati Shishutirtha