

# West Bengal State Rural Development Agency

(An Agency of the Panchayats & Rural Development Department, Government of West Bengal:  
Registered under the West Bengal Societies Registration Act, 1961, Registration No.S/IL/17726 of 2003-2004)

## Institutional Strengthening of Gram Panchayats (ISGP) Project Cell

Jessop Building, 63 Netaji Subhas Road, Mezzanine Floor, Kolkata-700001

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No.520 /ISGPP/20E-1/(EP)/10 pt I

Dated: 18.04.2012

### **Notification for Contractual Engagement of Retired Civil Engineers as Public Infrastructure Coordinators in ISGPP Cell**

1. The ISGPP Cell of WBSRDA invites application from Retired Civil Engineer (B.E/B.Tech degree in civil engineering) having working experience in Government or private sector organisations or retired Government Sub-Assistant Engineers or Assistant Engineers for the post of Public Infrastructure Coordinator under the ISGPP Cell, purely on contract basis for one year for implementation of the World Bank supported ISGP Project, subject to the terms and conditions mentioned in this Notification.
2. In case the ISGP Project is foreclosed due to unavoidable circumstances at any time during the tenure of contract, the contractual engagement will be terminated automatically.
3. The minimum qualifications, competencies & work experiences required for the posts, the responsibilities to be discharged and the consolidated monthly remuneration are mentioned in **Table-A** of this notification. The candidates who do not have the minimum academic qualifications, competencies and work experiences and who do not have capacities to discharge the responsibilities need not apply. Applications received from candidates not having the minimum academic qualifications, competencies & work experiences will be summarily rejected.

| <b>Table-A</b>   |                       |   |   |  |
|--|-----------------------|---|---|--|
| <b>Name of Post</b>  | <b>No. of vacancy</b> | <b>Minimum Qualifications, Competencies &amp; Work Experience</b>   | <b>Major Responsibilities</b>   | <b>Consolidated Remuneration PM</b>  |
| <b>(b)</b>   |                       | <b>(c)</b>  | <b>(d)</b>  | <b>(e)</b>   |
| <b>Public Infrastructure Coordinator</b><br><br><b>(for working at district and sub-district level only)</b> | <b>45 (Approx)</b>    | <ul style="list-style-type: none"><li>• Retired Civil Engineer (B.E/B.Tech degree in civil engineering) having working experience in Government or private sector organisations</li><li>or</li><li>• Retired Government Sub-Assistant Engineers or Assistant Engineers.</li><li>• Work experience in rural infrastructure development to be preferred.</li><li>• Eagerness to work with Gram Panchayats</li></ul> | <ul style="list-style-type: none"><li>• To provide mentoring and on-site support to Gram Panchayats in preparation of projects for development of infrastructure that require expertise in civil engineering</li><li>• To provide support to GPs in infrastructure work supervision and quality assurance</li><li>• To provide support to GPs in project management and contract management</li></ul> | <b>Rs.22,970/-</b><br><b>Or</b><br>In terms of order of the <b>Finance Department No.3951-F dt.27.05.2009</b> , whichever is less. |

4. District wise vacancies are mentioned in the following **Table-B**. Selected candidates may be posted anywhere in the selected nine Project districts.

| <b>Table-B District wise break-up of vacancies for the post of Public Infrastructure Coordinators</b> |                         |                              |
|---|-------------------------|------------------------------|
| <b>Sl.No</b>  | <b>Name of District</b> | <b>Number of vacant post</b> |
| 1   | Cooch Behar             | 3                            |
| 2   | Dakshin Dinajpur        | 1                            |
| 3   | Nadia                   | 6                            |
| 4   | Birbhum                 | 4                            |
| 5   | Burdwan                 | 8                            |
| 6   | Bankura                 | 5                            |
| 7   | Paschim Medinipur       | 7                            |
| 8   | Purba Medinipur         | 6                            |
| 9   | Howrah                  | 5                            |
| <b>Total Vacancy</b>  |                         | <b>45</b>                    |

5. Upper limit of age for the post is 64 years as on 1st April 2012. For retired Government employees, the candidate must be above sixty years of age and below 64 years of age as on 01.04.2012
6. Application will have to be made in the prescribed Format only provided with this notification. The candidates have to submit copies of documents in support of their academic qualifications, work experiences, service records along with the application form. The Application Form will have to be filled up on the basis of facts which they will have to substantiate subsequently with documentary evidences, failing which their candidature will be cancelled. The candidates will be required to produce all documents in original at appropriate time to be notified in due course.
7. The job requires long hours each day and extensive field work in remote areas including travel to Gram Panchayats on a regular basis. The candidates must be agreeable to stay at the district and work in a team of professionals on project mode. Those unable to join immediately after selection need not apply.
8. The application must be complete in all respects. Incomplete applications will be summarily rejected.
9. Filled up Application form along with copies of testimonials in sealed envelope must reach **The ISGPP Cell, WBSRDA, Jessop Building, 63 Netaji Subhas Road, Mezzanine Floor, Kolkata-700001** within 07<sup>th</sup> May, 2012 positively. “**Application for contractual engagement for the post of Public Infrastructure Coordinator in the ISGPP Cell of WBSRDA**” should be written on the said envelope containing the application form and copies of testimonials.
10. Decision of the authorities in WBSRDA shall be final in the matter of selection of eligible candidates. Canvassing in any form will result in disqualification of the candidature.

By order of the authorities in WBSRDA



Project Manager, ISGPP and OSD &  
Ex-Officio Deputy Secretary to the Government of West Bengal  
Panchayats & Rural Development Department

## APPLICATION FORM

Please affix here your  
recently taken self-  
attested passport size  
photograph

1. Name of the candidate (in Capital Letters): .....
2. Post applied for .....
3. Name of Father/Husband.....
4. Date of birth: .....
5. Age as on 01.04.2012.....
6. Sex: .....
7. Nationality: .....
8. Religion: .....
9. Caste (Gen/SC/ST/OBC).....
10. Permanent Address: .....  
.....  
.....PIN .....
11. Contact Address: .....  
.....  
.....PIN .....
12. Phone Number: .....
13. E-mail address (if any): .....
14. Educational Qualification:

| <i>Name of Examination</i>        | <i>Year of Passing</i> | <i>% of Marks</i> | <i>Subjects</i> | <i>Board/ University</i> |
|-----------------------------------|------------------------|-------------------|-----------------|--------------------------|
| Secondary                         |                        |                   |                 |                          |
| Higher Secondary                  |                        |                   |                 |                          |
| Graduation                        |                        |                   |                 |                          |
| PG Degree(s)<br>(mention details) |                        |                   |                 |                          |
| Diploma(s)<br>(mention details)   |                        |                   |                 |                          |
| Others, if any                    |                        |                   |                 |                          |

**15. Details of Relevant Work Experience (Starting with the last post held)**  
**(Add more cells and pages if required)**

| Sl. No. | Organisation/Office | Post Held | From | To | Total Period (Years & months) |
|---------|---------------------|-----------|------|----|-------------------------------|
| 1       |                     |           |      |    |                               |
| 2       |                     |           |      |    |                               |
| 3       |                     |           |      |    |                               |
| 4       |                     |           |      |    |                               |
| 5       |                     |           |      |    |                               |

**16.** Whether subjected to any disciplinary proceedings ever or convicted by any Court of Law:

**17.** Date of super-annuation:

**18. Last salary/pension drawn in Rupees (per month):** .....  
**(Inclusive of all components)**

(Retired Government employees to attach copy of Pension Payment Order)

**19. Preferred district for posting: i)**  
**ii)**  
**iii)**

I do hereby certify that all the details stated above are true and that in case any information proves false my candidature will be liable to be cancelled.

Date: .....

Full Signature:.....

Place: .....