



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR, BANKURA  
DISTRICT CHILD PROTECTION UNIT  
(SOCIAL WELFARE SECTION)  
BANKURA-722101

depubankura@gmail.com

Memo No. 166 / DCPS /BNK

Date: 20 / 02 / 2025

**NOTIFICATION**

Applications in prescribed format are invited from eligible candidates for engagement to different categories of posts on contractual basis in Juvenile Justice Board (JJB), Bankura following Notification No. 3856-SW/WCD-17013/3/2019 dt. 28/07/2022 of the Deptt. of WCD&SW, Govt. of West Bengal. Contract will be renewed on a yearly basis by the District Magistrate, Bankura as per requirement and satisfactory performance of the Staff.

Willing candidates have to apply through the e-mail Id ([recruitmentjib@gmail.com](mailto:recruitmentjib@gmail.com)) which is dedicated for this purpose from 24.02.2025 to 16.03.2025.

**A. Eligibility Criteria for the Contractual posts are given below:-**

Sl. No.	Name of the Post	No. of Vacancies with Category	Sex applicable	Age as on 01.01.2025	Educational Qualifications	Preferred Qualification	Consolidated Pay per month
1.	Counsellor	Total = 1 (one) (UR)	Male / Female	21 to 40 years.	Graduate Degree in Psychology from a recognized University.	Proficiency in Computers.	Rs. 13,500/-
2.	Orderly	Total = 2 (two) (SC-1,UR-1)	Male / Female	21 to 40 years.	Class-VIII Passed.	Nil	Rs. 12,000/-

1) **Residential Criteria:** The candidate must be a citizen of India. The applicants for the post of Orderly must be permanent residents of Bankura.

**B. Procedure of Selection:**

Sl. No.	Name of the Post	Marks allotted for				Syllabus of Written Examination
		Written Examination	Computer Test	Viva-voce	Total Marks	
1.	Counsellor	80	10	10	100	English, G. K., Current Affairs, Mathematics, Reasoning and Psychology.
2.	Orderly	0	0	50	50	Viva-voce at a date & time fixed by the Selection Committee.

The Computer test and Viva-voce of the selected candidates will be held on the basis of marks obtained in Written Examination.

The list of Successful Candidates of Written Examination who will be selected for Computer Test (where applicable) and Viva-voce will be published in the District's Website [www.bankura.gov.in](http://www.bankura.gov.in).

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For the post of Orderly, a Viva-voce will be held at a date & time fixed by the Selection Committee. The Candidates should have the ability of reading and writing and speaking in Bengali and in Hindi / Nepali languages.

The date and time of the Written Examination, Computer Test and Viva-voce for both the posts will be notified latter on through the District website. For the post of orderly only Viva-voce will be taken.

**C. Important dates:**

Sl. No.	Event	Date
1.	Periods of submission of Application through mail Id.	24.02.2025 to 16.03.2025.
2.	Tentative date for publication of list of candidates whose application is found valid.	Will be notified in the official website of Bankura District ( <a href="http://www.bankura.gov.in">www.bankura.gov.in</a> )
3.	Issue of Admit Card.	Will be sent through e-mail Id.

**D. Mode of Application:**

1. All applicants shall apply by submitting scanned copy (at least 300 dpi) of filled up and signed application form along with relevant documents and scanned copy of recent (not older than 6 months) colour passport size photograph to the dedicated e-mail id given in this notice only.
2. Multiple applications by a candidate for a single or multiple post are strictly forbidden and will lead to rejection of the candidature in all the posts applied.
3. A unique registration number will be assigned on successful submission of application form.
4. The documents furnished by the applicant in the application form shall have to be Self Attested.
5. While filling up the application form candidates are required to paste their recent Passport size colour photograph duly self attested.
6. The application form should be duly signed by the candidate and the documents attached should be self attested.

There shall be no provision of receiving Hard copy of application form. But, the self attested photocopies of relevant documents along with the original copies must be produced at the time of Viva-voce for physical verification.

**E. Grounds of rejection of application form:**

1. An application form submitted without signature or photograph or both shall be rejected.
2. More than one application for a single post or more than one post shall be rejected.
3. Applications incomplete in nature shall be rejected.

**F. Issue of Admit Card:**

1. Admit card will be sent through the dedicated mail Id of the authority.
2. The applicant will have to take a printout of the Admit card from the mail.
3. Two (2) copies of recent Passport size Photograph duly self attested to be fixed on the Admit card in the place earmarked for the purpose.
4. The lower part of the Admit Card is to be signed by the applicant in presence of the invigilator on the day of examination and to be handed over to the invigilator.
5. The candidates shall have to bring with him / her any Photo Identity documents (EPIC) / Passport/ AADHAAR / Admit Card / PAN Card / Driving License / any other Identity card issued by the competent Govt. authority along with the Admit card on the day of written examination in the examination hall.
6. Candidate without Admit card and Photo Identity documents shall not be allowed to enter the examination hall.

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**G. General terms and conditions:**

1. Age as recorded in the Birth Certificate / Admit Card or Certificate of Madhyamik or equivalent examination / School Certificate (for VIII passed candidates) will be accepted only. For residential proof Aadhaar or Voter card (EPIC) may be submitted.
2. Only short listed candidates for Computer test will be asked to produce all relevant original documents regarding Identity, residence, age, educational qualifications and experience along with their self attested photo copies, failing which their candidature shall be rejected.
3. If at any stage any statements made in the applications is found to be false, his / her candidature will liable to be cancelled, even if appointed to the post on the basis of the result of the examination. His service will be terminated and legal action as per law will be initiated against him / her. Willful suppression of any fact will also be similarly dealt with.
4. Use of Mobile Phone, Calculator and any kind of electronics gadget inside the examination hall is strictly prohibited. Use of the same will lead to cancellation of Candidature without giving an opportunity of being heard.
5. Canvassing in any form will disqualify the candidate.
6. The District Selection Committee reserves the right to suspend / postpone any process related to this notification.
7. The date time and venue of the written examination will be informed in the Admit card which will be available in the e-mail.
8. The final merit list will be prepared on the basis of total marks obtained in the written examination, Computer test (where applicable) and Viva-voce.
9. If any change takes place in the date and time of examination, eligibility criteria, syllabus for examination, vacancy position or any other issue related with this notification will be brought to the notice of the candidates through District's Website.
10. If any person has been terminated at any time from Govt. Service (permanent / contractual / part time) due to dissatisfactory performance or otherwise, he / she will be ineligible for this post and his / her application will summarily be rejected.

*Abir*  
Vice-Chairperson  
DCPU, Bankura

&  
Additional District Magistrate (Dev.)  
Bankura

**Memo No. 166/1(28)/DCPS /BNK**

**Date: 20/02/2025**

Copy forwarded for information with request to display the matter in their Office Notice Board:

- 1) The Ld. Principal Magistrate, JJB, Bankura.
- 2 - 4) The Sub-Divisional Officer, Bankura (Sadar) / Bishnupur / Khatra Sub-Division, Bankura.
- 5 - 26) The Block Development Officer (All), Bankura.
- 27) The District Informatics Officer, NIC, Bankura.

She is requested to publish the above notification in the District Website of Bankura.

- 28) The District Information and Cultural Officer (DICO), Bankura.

*Abir*  
Vice-Chairperson  
DCPU, Bankura

&  
Additional District Magistrate (Dev.)  
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