



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE BLOCK DEVELOPMENT OFFICER  
KHOYRASOLE DEV. BLOCK  
KHOYRASOLE, BIRBHUM

**NOTICE**

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

Name of the post	Mode of recruitment and Qualification	Date & Time of Walk in interview	Remuneration
Assistant Accountant	<p>1) On contract basis from retired Govt. Employees with five years experience of Accounts work in Govt. offices.</p> <p>2) Computer knowing person will be given preference.</p> <p>3) Age should preferably be below 62 years as on 01/01/2025 and upper age limit must not be above 65 years on the date of application.</p> <p>4) The Applicant should be physically and mentally fit for the job.</p>	<p>24/03/2025 01:00 PM Reporting Time : 11.30 am to 12:00 Noon on 24/03/2025</p>	<p>Consolidate pay Rs. 11,000/- per Month</p>

The last date of submission of application : 12/03/2025 up to 4:00 pm at the Block Development Office, Khoyrasole Development Block, Dist-Birbhum (except Saturday, Sunday & Govt. Holidays). It must be submitted by hand in the earmarked drop box kept at the BDO Office, Khoyrasole. Application reached after 12/03/2025 at 4:00 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 Khoyrasole Development Block Office for interview at 11:30 am on 24/03/2025. A panel of 3 (Three) candidates (if available) will be prepared and the 1<sup>st</sup> one get 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, fabricated, mutilated Application form will be summarily rejected.

**Documents to be submitted:**

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

- 1) EPIC Card (Self-attested copy).
- 2) Residential certificate from BDO in case of Block area and SDO in case of Municipality area (original copy).
- 3) Admit card of Secondary Examination (MP) as age proof.
- 4) Original copy of Last Pay Certificate from Head of the office attended last (Self-attested copy).
- 5) Pension paper (Self-attested copy).
- 6) Self attested copy of last educational qualification (Certificate/Marksheet).
- 7) Aadhar Card (Self Attested )
- 8) Certificate of Knowledge in Computer (MS Office) ( if any ).
- 9) Recent Pasport size color photograph (in addition to that the photo graph pasted with application form )


  
**BLOCK DEVELOPMENT OFFICER**  
Khoyrasole Development Block  
Khoyrasole, Birbhum  
Block Development Officer  
Khoyrasole, Birbhum.

Memo No: 538/1(54)/KDB

Date: 04/03/25

Copy forwarded for information to :-

- 1) The District Magistrate, Birbhum.
- 2) The Additional District Magistrate, PM-POSHAN(MDM), Birbhum.
- 3) The SDO, Suri Sadar, 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, Khoyrasole Panchayat Samity.
- 26) The Jt. BDO, Khoyrasole Development Block.
- 27) The Saha Savapati, Khoyrasole Panchayat Samity.
- 28) 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.**
- 29-38) The SI of schools, Khoyrasole Circle./ Khoyrasole South Circle/ The BL&RO/ The BMOH, Nakraconda BPHC/ The CDPO/ The Inspector Food and Supply/ The BLDO/ The ADA/ The SM, WBSEDCL , Khoyrasole. (With request for making wide publicity and display at office notice board )
- 39) The Post Master , Khoyrasole Post Office
- 40 ) The Branch Manager , \_\_\_\_\_ All Bank under Khoyrasole Block
- 41-43) The Officer in Charge , Khoyrasole/Lokepur/ Kankartala
- 44-53)The Prodhan..... (ALL) G.P. (For wide publicity and display at office notice board )
- 54) Notice Board of this office.

  
**BLOCK DEVELOPMENT OFFICER**  
Khoyrasole Development Block  
Khoyrasole, Birbhum  
**Block Development Officer**  
Khoyrasole, Birbhum.

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

Affix a recent  
color passport size  
photograph (Self  
Attested across  
the photo )

1. Name of Candidate (In Block Letter) :
2. Name of the Father/Husband :
3. Date of birth :
4. EPIC NO. :
5. Aadhar No :
6. Details of office last attended with full address :
7. Date of retirement from Govt. Service :
8. Educational Qualification :
9. Computer Knowledge : (Yes/No) (if yes then give details ) :
10. Permanent Address :
11. Present Correspondence Address:
12. Mobile No. ( Whatsapp No) :
13. Name of the post last held :
14. Last basic Pay Drawn :
15. PPO No. with Date :
16. Amount of Pension Drawn in full :

I hereby declare that the above information are true to the best of my knowledge and belief and in any case information provided is found to be incorrect / False then application may be rejected without making any correspondence .

Date :  
Place :

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