

Govt. of West Bengal
Office of the Member Secretary & Chief Medical Officer of Health
District Health and Family Welfare Samity
Birbhum

Notice.PMU/BDEO / *4456*

Dated: *31* / *08* / 2007

ADVERTISEMENT

Applications are invited for the posts of **Block Data Entry Operator** from candidates fulfilling the following criteria:

1. **Educational Qualification:** Minimum Bachelor Degree (B.SC, B.Com & BA) with diploma in Computer Application (DCA) from WBUTE, DOECC,IGNOU or any recognized University or CMC Ltd. Or WEBEL Ltd. Of West Bengal or any other reputed private organization like APTECH, GNIIT, BRAINWARE, DATAPRO etc.
2. **Typing Speed:** Minimum 30 words per minute.
3. **Technical Knowledge:** Knowledge of Computer Hardware, Working skill in LAN Environment/Software understanding of Health Information Management System will be treated as additional advantage.
4. **Age:** 30 years or less as on 01.1.07 relaxable for 5 years in case of SC/ST and 3 years in case of OBC.
5. **Working Experience:** Minimum 2 years experience as a Technical Support person : Assistant/ Programme etc.

The Posts are purely contractual in nature, renewable for further period depending upon their performance. The selection will be done on the basis of marks, practical test and Interview. The post will carry a consolidated pay of Rs. **4000/-** per month.

The desiring candidates fulfilling the above criteria should apply in a plain paper (with photograph of the candidates in the right corner of application) along with all necessary documents in support of AGE, CASTE, EDUCATIONAL QUALIFICATION (from 10th to Graduation level) Computer Proficiency, Experience Certificate etc.

The Application should be submitted to the Member Secretary & CMOH, Office of the District Health and Family Welfare Samity, Lalkuti Para, Farakka, Birbhum District, West Bengal on or before 20/09/2007 within 4 P.M.

Applications are to be sent only by Registered Post or Courier and only those candidates will be called for interview.

S. K. Chatterjee
Member Secretary & CMOH
Birbhum

Memo.No.PMU/BDEO / *4456/1(91)*

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Copy forwarded for information and with the request to display in notice board:

1. CA to Sabhadhipati, Birbhum
2. CA to District Magistrate, Birbhum
3. CA to ADM, Development, Birbhum
4. OC HEALTH, Birbhum
- 5-23. All BDO.....Block
- 24-43. All BMOH.....Block
44. The DIO/NIC, DM Building, Birbhum with the request to publish in web site.
41. The Programme Coordinator, PMU

S. K. Chatterjee
Member Secretary & CMOH
Birbhum