

**Government of West Bengal**

**Department of Technical Education Training & Skill Development**

**Advertisement for the posts of Lower Division Clerk for Government Polytechnic on Contractual basis**

Applications are invited from Indian citizens for engagement to the posts of Lower Division Clerk for Government Polytechnic, mentioned in the following Table on contractual basis. All posts are purely contractual for duration of one year only or till regular recruitment whichever is earlier. The applicant should not be less than 18 years but not more than 37 years of age as on 01/01/2017. The upper age limit will be relaxable as per Government norms. The consolidated monthly remuneration for the post will be Rs. 8,000/- only. The candidates will be selected on the basis of a written Examination (MCQ type in Maths, English and General Knowledge) of 60 marks and an interview of 40 marks including testing of typing speed on computer. Only those candidates securing 25 marks or above in the written examination will be called for interview. The applicants should apply in online mode only in the web portal <http://recruitment.webscte.co.in>. After online submission a printout of the application form along with photocopies of all testimonials of educational qualification, age proof and caste, if applicable, duly signed by the candidate must be submitted to the Commissioner, Technical Education Training & Skill Development Department, Karigori Bhaban, Block - B/7, Action Area-III, New Town, Rajarhat, Kolkata – 700160 within 19/12/2017 up to 5.00 pm. If hard copy of application is not received, application will be rejected.

Serial No	Name of Post	No of posts	Name of Polytechnic where vacancy exists	Eligibility Criteria
1	Lower Division Clerk	1	1) Tehatta Govt Polytechnic	Qualification: (i) Passed Madhyamik Examination from the West Bengal Board of Secondary Education or its equivalent.  (ii) Acquisition of elementary knowledge in computer operation with the ability of typing on computer at the speed of 35 words per minute in English and 25 words per minute in Bengali from a reputed organization for a period not less than 6 months.
2		1	2) Ranaghat Govt Polytechnic	
3		1	3) Gayeshpur Govt Polytechnic	
4		1	4) Raghunathpur Govt Polytechnic,	
5		1	5) Rajganj Govt Polytechnic	
6		1	6) Raipur Govt Polytechnic,	
7		1	7) Hilli Govt Polytechnic	
8		1	8) Medinipur Sadar Govt Polytechnic	
9		1	9) Ghatal Govt Polytechnic	

**Conditions:-**

1. The engagement will be purely on contractual basis and the contract may be renewed depending on performance only.
2. The prescribed leave rules of the regular Government employees shall not apply.
3. The incumbent once engaged should give at least 2(Two) months written intimation for premature severing of contract.

The web portal will be functional from 04/12/2017 and the last date for online submission shall be up to 5.00 pm on 18/12/2017.

For any query/ assistance regarding submission of online application they may contact helpline No: 7686035568 and 7686035898 from 10.00 am to 5.00 pm on each working day from 04/12/2017 up to 18/12/2017.

The print out copy of the application form duly signed by the applicant along with all relevant documents, testimonials must be submitted in closed envelope mentioning "Application for the post of LDC on Contractual basis in the discipline ....." on the top of the envelope. The last date of receiving print out of submitted online applications with enclosures at the office of the Commissioner, Technical Education Training & Skill Development Department, Government of West Bengal, Karigori Bhavan, 3<sup>rd</sup> floor, Plot No. B/7, Action Area - III, New Town, Rajarhat, Kolkata - 700 160 is 19/12/2017 (up to 5.00 pm).

The date of written examination and date for download of Admit Card from this web portal will be notified in this portal in due course.

  
Commissioner