

# Office of the Board of Councillor

## Naihati Municipality

1, R. B. C. Road, PO. & PS. Naihati Dist. North 24 Parganas.  
West Bengal, Pin-743165

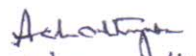
### NOTIFICATION

#### Employment Notice No.2085/MC-11, Dated:14.12.2015.

Naihati Municipality invites application to fill up 01 No. Post of Accountant & 01 No. post of DA Cum DEO at CMMU under NULM. The Qualification and Eligibility criteria for the above post will be as follows:

Sl. No.	Name of the Post	Qualification & Experience
1.	Accountant	Bachelor degree in Commerce with at least 3 years experience in working with any organization of the Govt. Society, firm, association etc. The person should have proficiency in Ms - Office (Word, Excel, Power point etc.)
2.	DA Cum DEO	10+2 in any discipline and at least 6 month course in basic computer with at least 2 years experience in working with organization of the Govt. Society, firm, association in Data Entry and related works in relevant field. The person should have proficiency in internet operations, e-mailing and Ms-Office (Word, Excel, Power point etc.).

- (a) Contractual monthly remuneration for the post of Accountant will be Rs.14000.00/- & for the post of DA Cum DEO will be Rs.12000.00/- Engagement is purely contractual. Initial engagement is for one year with subsequent renewal based on performance and availability of fund.
- (b) The upper age limit of the above posts to be engaged in Naihati Municipality on approval of the Govt. will be 18 - 40 years as on 01.04.2015 until further order.
- (c) The candidates mentioning the post on the right hand side of the application may apply to the Chairman, Naihati Municipality, 1, R.B.C. Road, PO. & PS. Naihati, Pin-743165 only by registered post on downloading the **Application Form** from the website ( [www.naihatimunicipality.in](http://www.naihatimunicipality.in) ). The last date of receipt of the **Application Form** is 31<sup>st</sup> December, 2015 up to 3 PM.

  
Chairman 14.12.15  
Naihati Municipality

