



DOC. NO.....3569...../CR  
Date.....27/08/2025.....

Food & Supplies Department  
Government of West Bengal  
11 A, Mirza Ghalib Street, Kolkata-700087

ADW/D  
*[Signature]*

No. 4181/FNS-14023/1/2020-SEP SEC

Date 20/08/2025

### NOTICE

Subject: Notice seeking application for engagement of contractual Group D personnel in the Food & Supplies Department.

Application is hereby invited for engagement as Group D personnel on purely contractual basis.

### **ELIGIBILITY CRITERIA**

- Qualification: The candidate shall have class VIII pass certificate from any recognized school or any recognized madrasah or any other recognized equivalent institution.
- Age limit: The age of the candidate shall not be less than 18 years and more than 40 years on the 1<sup>st</sup> day of January, 2025.
- The candidate must be a citizen of India.

### **CONSOLIDATED MONTHLY REMUNERATION**

Rs.15,000 p.m. for a period of one year. No other allowance will be admissible.

### **NUMBER OF PERSONNELS TO BE ENGAGED ON CONTRACTUAL BASIS**

Two (02)

### **OTHER CONDITIONS OF SERVICE**

- Engagement will be on execution of contract which will be valid for one year.
- Engagement will be purely contractual and under no circumstances will the selected personnel concerned come under regular establishment of the Government.
- They will be liable to be posted in any office/group/branch of the Food & Supply Department

### **SELECTION PROCEDURE**

Candidates shall be shortlisted on the basis of the percentage of aggregate marks secured in Class VIII. In case a candidate has appeared for more than five subjects, the percentage shall be calculated on the basis of the best of the five subjects. In case of a tie, preference will be given to the candidate with higher age.

D/ No. 3787 /C(D), dtd. 22/08/25  
Mail/letter received on 22/8/25 at 12.50 Pm  
and forwarded / send to D.C. P.S. / D/O, NLE.  
on..... for taking  
necessary action. *[Signature]*  
A.D.M. (D), Birbhum

*[Signature]*

Shortlisted candidates in the ratio of 1:3 will be called for interview. The date and venue of the interview shall be communicated through speed post and also by Call Centre of the Department. No TA will be admissible for attending the interview. The selection will be conducted by a Departmental Selection Committee. The Selection Committee will select the required number of candidates from the recommended list of candidates through the above process. The list of successful candidates shall be published in the website of the Department.

## APPLICATION

Application in plain paper in the enclosed format addressed to the Joint Secretary, SEP Cell, Khadyashree Bhavan, 3<sup>rd</sup> Floor, 11 A, Mirza Ghalib Street, Kolkata-700087 should be submitted in person / by post.

Incomplete or defective applications will be summarily rejected. **The envelope should be superscribed "Application for engagement of contractual Group D personnel in the Food & Supplies Department."**

**LAST DATE OF SUBMISSION OF APPLICATION: on or before 5 pm, 04/09/2025**

Candidates shortlisted for interview will have to bring the following documents in original and self-attested photocopies thereof:

Documents to be submitted (any one of the following for (i), (ii) and (iii). For educational qualification, Class VIII marksheet is mandatory)

- (i) Age Proof ----- Birth certificate/Secondary or equivalent certificate/ Passport/PAN/EPIC/Aadhar
- (ii) Proof of Address ----- Aadhar/ EPIC/ Driving License/ Ration Card/ Passport
- (iii) Proof of identity ----- Aadhar/ EPIC/ Driving License/ PAN/ Passport
- (iv) Proof of Educational Qualification ---- Class VIII marksheet

*Bhadder*

Dy. Secretary to the Gov. of West Bengal  
Food & Supplies Department  
Date: 20.08.2025

No.4181/FNS-14023/1/2020-SEP SEC

Copy forwarded for circulation to:

1) The District Magistrates (All)

2) The Directors, Food & Supplies Department (All)

*Bhadder*

Dy. Secretary to the Gov. of West Bengal  
Food & Supplies Department



**Application for the post of contractual Group D personnel under Food & Supplies Department**

1. Name :
2. Father's Name :
3. Date of Birth :
4. Address for communication :  
(a) Complete Residential Address:

*Paste a self-  
attested photo of  
the candidate*

(b) Mobile/Phone No :

5. Name and address of the Educational Institution from which class VIII or equivalent was passed.
6. Documents submitted with application (self-attested photocopy of any one for each for (i), (ii) and (iii)):
  - i. Age Proof ----- Birth Certificate / Secondary or Equivalent certificate/Passport/PAN/EPIC/Aadhar
  - ii. Address Proof – Aadhar / EPIC/Driving License / Ration Card/Passport
  - iii. Identity Proof - Aadhar / EPIC/Driving License/PAN/Passport
  - iv. Marksheet of Class VIII.

**DECLARATION**

1. I declare that I am a citizen of India.
2. The information furnished above is true to my knowledge and belief.
3. If any of the above information is found to be false or incorrect or if any document is found to be fabricated, my engagement as contractual Group D personnel shall be terminated and proceedings as per law shall be initiated against me.

Place :

Signature of the applicant

Date :

*Shalinder*