



BOARD OF COUNCILLOR'S OF
KALNA MUNICIPALITY

DangaPara: Kalna: Purba Bardhaman: Pin-713409

Memo No- 82/ NUHM/KM

Dated-24/12/2025

Employment Notice No: 01/KM/HEALTH/2025

With reference to the G.O. No. 925/MA/O/C-9/2A-7/2015 dated – 02.11.2020 & 582/UDMA-13014(99)/78/2020-BDG-MA SEC dated- 26.02.2021 issued by UD & MA Department, Govt. of West Bengal and No. 12017(18)/3/2021/7091 dated 01.09.2025 issued by SUDA, West Bengal, it has been decided by the Municipal Level Selection Committee, Kalna Municipality, Dist-Purba Bardhaman, West Bengal, that a walk-in-interview for the post of the Health Officer under HHW Scheme purely on contract in Kalna Municipality will be conducted **on 13/01/2026 from 11.30 a.m.** at the Meeting Hall of Kalna Municipality.

S.No.	Name of the Post	No. of Vacancy	Eligibility	Remuneration
1	HEALTH OFFICER	1 (ONE) Unreserved	1. Medical qualifications included in the First or Second Schedule or part 2 of the third schedule of the Indian Medical council act, 1956 and registration as medical practitioner of West Bengal with desirable qualifications of Two years practicing experience 2. Age limit not more than 62 years as on 1st January 2025 3. Proficient with computer applications and documentation skill along with fluency in English and Bengali or local language of the state of West Bengal	Fixed at Rs- 62000/- (Sixty two Thousand) only Per Month

Mode of selection:

It will be a 02(two) stages selection process.

Stage 1: Screening of documents on the date of Walk-in Interview.

Stage 2: Interview of the candidates, found eligible in document verification.

Scale of scoring:

Total score will be 100. Marks will be the aggregate of following two parts:

- Marks obtained in the result of concerned academic qualification with medical qualification, mentioned in eligibility criteria- 90% weightage [i.e. MP-15, H.S-15, MBBS (UG)-50, MD/ MS/DNB/any other specialization (PG)-10]
- Marks obtained in walk-in- interview – 10 marks (10% weightage)

Terms and Conditions:

1. The Health Officer shall be engaged purely on contract initially for a period of 1 (One) year.
2. Desiring candidates may attend the walk-in interview along with the filled-in application form and a photocopied set of following listed documents with originals for verification before the interview on the scheduled date. Application form will be available at Kalna Municipality website www.kalnamunicipality.com also at www.sudawb.org



3. NOC is required for those applicants who are working in any organization/ Institution/ Government establishment.
4. Reporting time for the candidates is 10.30 am on the date of the Walk-in Interview. No candidate will be allowed to appear in the verification beyond the reporting time (10.30 a.m.)
5. Candidates must be present personally at the time of verification along with all required documents and no third person will be allowed there.
6. After verification of documents, if the candidate is found eligible, he/she will be allowed for attending the subsequent stages of selection. If found ineligible after document verification, the candidate will not be allowed to appear in the next stage for Walk-in Interview.
7. No change of date and time will be entertained.
8. No TA/DA is admissible for attending the interview.
9. Decision of the competent Authority regarding the verification and engagement is final.

The Candidates must bring undernoted original and self-attested photocopied documents for verification:

1. A printed copy of the filled-in application format with a passport size recent colour photo.
2. Proof of Identity (Passport or Voter ID Card or AADHAR Card or PAN Card).
3. Proof of Address (Passport or Voter ID Card or AADHAR Card).
4. Proof of Age (Birth Certificate / Madhyamik or equivalent exam certificate / Admit Card where Date of Birth is printed).
5. All mark sheets and pass certificates starting from Secondary onwards (including MBBS/Post-Graduate degree/Diploma etc.).
6. Registration Certificate under West Bengal Medical Council/Medical Council of India.
7. Experience Certificate mentioning the period of working.

Rina Banerjee
Chairman of the Selection Committee
& Chairman, Kalna Municipality

Memo No: 82(7) /NUHM/KM

Date: 24/12/2025

Copy forward for kind information and with a request to uploading in their respective official website for wide publication.

1. The Special Secretary to the Govt. W.B, UD&MA Dept. & Director, SUDA.
2. The District Magistrate, Purba Bardhaman.
3. The Chief Medical Officer of Health, Purba Bardhaman.
4. The Sub Divisional Officer, Kalna.
5. SDICO, Kalna
6. Head Clerk, Kalna Municipality for display in office notice board
7. Sayan Pal & IT Co-ordinator , Kalna Municipality for uploading in municipal website.



Rina Banerjee
Chairman of the Selection Committee
& Chairman, Kalna Municipality

APPLICATION FORM

To
The Chairman, Selection Committee and
The Chairman, Kalna Municipality

Affix Self
Attested
recent colour
passport size
photo

Application for the post of Contractual Health Officer

- 1) Full Name (In Capital Letters):
- 2) Father's / Husband's Name (In Capital Letters):
- 3) Gender: Male / Female / Others
- 4) Date of Birth (DD/MM/YYYY):
- 5) Nationality:
- 6) Voter Card No.: Aadhar Card No.:
Pan Card No.:
- 7) Present Address for communication (in Capital Letters):
House/Building No.: Road/Mahalla:
Village / Town: Post Office:
P.S.: Dist:
State: PIN:
- 8) Same as Present Address: Yes / No
House/Building No.: Road/Mahalla:
Village / Town: Post Office:
P.S.: Dist:
State: PIN:
- 9) Contact No.: Alternative Contact No.:
- 10) E-mail ID:

11) Academic Qualification:

Sl No	Examination Passed	Board/Council/University	Year of Passing	Total Marks	Marks Obtained / Percentage

12) Additional Qualification-(if any):

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13) Working Experience (if any):

Sl No	Name of the Organization	Name of the post	Date of Joining	Date of Leaving	Total Working Period (in years)

I do hereby declare that all the information stated in this application form are true. In case any of my information furnished and document attached hereto is found to be not true and if I fail to produce relevant documents in support of the eligibility criteria, my candidature is liable to be cancelled by the appropriate authority at any stage of the selection / engagement process.

Date:

Place:

Full Signature of the Applicant