



# Municipal Service Commission

149 Acharya Jagadish Chandra Bose Road  
Kolkata – 700 014

## Advertisement No. – 19 of 2018.

### Recruitment Examination, 2018 for different category of posts under Kalyani Municipality.

On-line applications are invited through our website [www.mscwb.org](http://www.mscwb.org) from the Citizens of India for recruitment to different category of posts under Kalyani Municipality on and from 17.09.2018.

SL. NO.	Name of the Post	No of vacancy	Category wise vacancy position	Scale of pay & grade pay	Age as on-01/01/2018
1.	Assistant Engineer (CIVIL)	01	U.R.	PB – 4 Rs. 9,000-40,500/- Grade Pay – Rs. 5,400/-	24 – 40 yrs.
<b>Minimum Educational Qualification with Experience</b>					
<b>Essential:</b> The candidate have the degree of Bachelor of Engineering (Civil) from recognized University or any Institution approved by AICTE.					
<b>Desirable:</b> Knowledge of Computer Application & Auto CAD.					
2.	Sub-Assistant Engineer (CIVIL)	01	U.R.	PB – 4 Rs. 9,000-40,500/- Grade Pay – Rs. 4,400/-	24 – 40 yrs.
<b>Minimum Educational Qualification with Experience</b>					
<b>Essential:</b> The candidate having Diploma in Civil Engineering from recognized University or any Institution approved by AICTE. Candidate having higher qualification in Civil Engineering may also apply.					
<b>Desirable:</b> Knowledge of Computer Application & Auto CAD and at least 2 years working experience in any Govt. / Under-takings and or reputed organization.					
3.	Sub-Assistant Engineer (L.C.E.)	01	U.R.	PB – 4 Rs. 9,000-40,500/- Grade Pay – Rs. 4,400/-	24 – 40 yrs.
<b>Minimum Educational Qualification with Experience</b>					
<b>Essential:</b> The candidate having Diploma in Civil Engineering from recognized University or any Institution approved by AICTE. Candidate having higher qualification in Civil Engineering may also apply.					
<b>Desirable:</b> : Knowledge of Computer Application & Auto CAD and at least 2 years working experience in any Govt./ Under-takings and or reputed organization.					
4.	Accountant	01	U.R.	PB – 3 Rs. 7,100-37,600/- Grade Pay – Rs. 3,600/-	21 – 40 yrs.
<b>Minimum Educational Qualification with Experience</b>					
<b>Essential:</b> The candidate shall be Graduated in Commerce from any University recognized by the Govt.					
<b>Desirable:</b> Candidate having experience in accounting and working with computers will get preference.					

5.	Cashier	01	U.R.	PB – 3 Rs. 7,100-37,600/- Grade Pay – Rs. 3,600/-	21 – 40 yrs.
<b><u>Minimum Educational Qualification with Experience</u></b>					
<b>Essential:</b> The candidate has passed Madhyamik or equivalent examination from any Board recognized by the Government.					
<b>Desirable:</b> Candidate having experience in accounting and working with computers will get preference.					
6.	Clerk	03	U.R.-02 S.T.-01	PB – 2 Rs. 5,400-25,200/- Grade Pay – Rs. 2,600/-	18 – 40 yrs.
<b><u>Minimum Educational Qualification with Experience</u></b>					
<b>Essential:</b> The candidate has passed Madhyamik or equivalent examination from any Board recognized by the Government.					
<b>Desirable :</b> Knowledge of typing & computers will be preferred.					
7.	Typist	02	U.R.-01 S.C-01	PB – 2 Rs. 5,400-25,200/- Grade Pay – Rs. 2,600/-	18 – 40 yrs.
<b><u>Minimum Educational Qualification with Experience</u></b>					
<b>Essential:</b> The candidate has passed Madhyamik or equivalent examination from any Board recognized by the Government. English typing speed of 30 words per minute and Bengali typing speed of 20 words per minutes and knowledge of working with computers.					

**Age:** Lower and Upper age limit are as on 1<sup>st</sup> January, 2018. Upper age relaxation up to 5 (five) years is admissible only to S.C., S.T. & P.H. and up to 3 years to O.B.C. (A & B) candidates of West Bengal.

**Method of Recruitment & Syllabus:** The method of recruitment and Syllabus will be notified later on in our website [www.mscwb.org](http://www.mscwb.org).

**Application Fee:** (Non-Refundable)

2) Application fee for U.R. & O.B.C. (A & B) candidates is Rs. 150=00 (Rupees One hundred and fifty) plus Processing Charges Rs. 50=00 (Rupees Fifty) plus Rs. 20=00 (Rupees Twenty) towards Bank Charges for Challan deposit.

2) For S.C., S.T. & P.H. candidates only Processing Charges Rs. 50=00 (Rupees Fifty) plus Rs. 20=00 (Rupees Twenty) towards Bank Charges for Challan deposit.

3) The application fees plus Processing charges as mentioned in Para's (1) and (2) above shall be collected by all the branches of the **United Bank of India and the same to be deposited to Account No. 0088010367936** through Challan generated after submission of On-line Application at our website [www.mscwb.org](http://www.mscwb.org).

4) Besides above, a candidate may opt. for On-line payment of aforesaid fees and charges through **Indiaideas.com Limited (Bill Desk)**.


**Miscellaneous:** A candidate now in service under Central or the State Government / Semi Government / Local / Statutory Body shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer reaches the Office of the Municipal Service Commission within 7 (Seven) days preceding the date of Personality Test / Interview. Otherwise

he / she will be considered not eligible for the Personality Test / Interview. **If at any stage a candidate is found ineligible for admission in terms of condition of eligibility for this Examination, his / her candidature will be rejected without further reference to him / her.**

**Last Date:** Last date for Registration for on-line application and generation of challan is 31.10.2018 and application fee along with processing charges must be deposited to the Bank by 01.11.2018 and the process of submission of Application must be completed by 02.11.2018.

**NOTE:** The Municipal Service Commission reserves the right to rectify errors and omissions, if any, in the process of holding the Examination and final declaration of result.

Dated, Kolkata  
The .....07.09.... 2018.

  
Secretary  
Municipal Service Commission.

