

I/716/2017

**ADMINISTRATIVE TRAINING INSTITUTE
GOVERNMENT OF WEST BENGAL**
FC-BLOCK, SECTOR-III, SALT LAKE CITY,
KOLKATA - 700 106
FAX: (033) 2337-4015 Phone: (033) 2341-0104

Date: 21/08/2017


NOTICE

Applications are invited from suitable candidates for engagement of one Software Developer, one Software Support Personnel and three Data Entry Operator at Administrative Training Institute (ATI), Government of West Bengal on contract basis for a period of one year from the date of engagement at a consolidated remuneration, as stated below. The engagement is purely temporary in nature and shall not be counted for regularization in service at ATI or elsewhere under the State Government. The contract may be terminated anytime by a notice of one month from either side.

The details terms and condition of engagement are given below:

Sl. No.	No. of Post(s)	Name of the Post	Minimum Qualification and Experience	Desirable Qualification	Age	Remuneration
1.	01	Software Developer (SD)	1 st Class MCA or, 1 st Class M.Sc in IT/ Computer Science or, 1 st Class BE in IT/ Computer Science or, 1 st Class B. Tech in IT/ Computer Science with skill in Software Design, Development, Documentation and implementation Support	Expertise in open source like PHP, JAVA, PGSQL, etc.	Not less than 21 (Twenty one) years and not more than 32 (Thirty two) years as on 01.01.2017	Consolidated monthly remuneration of Rs. 25,000/- (Rupees Twenty Five Thousand) Only.
2	01	Software Support Personnel (SSP)	PGDCA/ B.Sc (Computer Science)/ BCA/ DOEACC 'A' level course of three years duration or equivalent from recognized University/ Institute With skill in (a) installation, maintenance of application software & DBMS (b) Implementation Support		Not less than 21 (Twenty one) years and not more than 32 (Thirty two) years as on 01.01.2017	Consolidated monthly remuneration of Rs. 16,000/- (Rupees Sixteen Thousand) Only.
2.	03	Data Entry Operator (DEO)	Graduation with certificate in Computer Applications		Not less than 21 (Twenty one) years and not more than 32 (Thirty two) years as on 01.01.2017	Consolidated monthly remuneration of Rs. 11,000/- (Rupees Eleven Thousand) Only.

Recruitment will be done through written examination, practical examination and followed by personal interview of the candidates in front of the Selection Committee, constituted for this purpose.


Joint Director (Administration),
ATI, West Bengal

- ❖ The Application in prescribed form attached herewith should be sent in the above mentioned address by candidates through Registered Post/Speed Post/Courier/by hand in a sealed cover superscribed "Application for Contractual Engagement for the Post of (name of the post)" and application received after last date and time will be summarily rejected.
- ❖ Incomplete application / application not in prescribed format will be rejected
- ❖ Last date of receiving application 15.09.2017 (Up to 5.30 P.M.)
- ❖ All correspondence from ATI, WB will be made through E-mail

Last date of receiving application 15.09.2017 (Up to 5.30 P.M.)

I/716/2017

FORMAT**Application for the post of Software Developer/ Software Support Personnel/ Data Entry Operator****(Fill up the Form in Blue / Black Ball Point Pen and in BLOCK Letters)**

Paste recent pass port size colour photograph
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To
The Director General,
Administrative Training Institute,
Block-FC, Sector-III, Salt Lake,
Kolkata-700106

1. Name :
2. Father's Name :
3. Date of Birth :
4. Nationality :
5. Sex :
6. Present Address :
-
7. Permanent Address :
-
8. Mobile No. : /
9. E-mail ID :
10. Educational Qualification :

Examination(s) Passed	Board / University	Year	% of Marks

I/716/2017

11. Knowledge of Computer :
- (i)
- (ii)
- (iii)
12. Working experience (s) & duration (If any):
- (i)
- (ii)
- (iii)
- (iv)
- (v)

DECLARATION

I do hereby declare that the information furnished above is true, complete and correct in every respect at the best of my knowledge and belief.

Date:

Place:

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Signature of the candidate

Enclosure:

1. Submit self attested photocopy of:
 - i. Voter's ID / Adhaar Card
 - ii. Birth Certificate / Admit Card of Madhyamik Exam
 - iii. Mark Sheets and Certificates of Educational Qualifications
 - iv. Certificate of Computer Knowledge (if any)
 - v. Certificate of working experience (s) (if any)

2. One extra copy of recent passport size colour photograph.