

Office of the District Information & Cultural Officer, South 24 Parganas
Minority Bhaban, 4th Floor, 12 Biplabi Kanailal Bhattacharjee Sarani
Alipore, Kolkata-700 027
Phone No. 033-2479-3585, e-Mail- dico24pgs@gmail.com

NOTICE

District Information & Cultural Office, South 24 Parganas under I & CA Department invites applications from retired Government Employees (the age limit is upto 64 years as on 01.01.2025) for filling up of 01 (one) vacant post of U.D.C. (Upper Division Clerk) in the office of the D.I & C.O., South 24 Parganas on contractual basis on a consolidated contractual remuneration of 12,000/- as fixed under G.O. No.- 10935-F(P); Dtd-05.12.2011 for a period of 01 (one) year. The interested candidates should have adequate experience about establishment matters, accounts matters and audit matters and having basic computer knowledge may apply in the prescribed format addressed to the District Information & Cultural Officer, South 24 Parganas under Department of Information & Cultural Affairs in an envelope mentioning the post applied for.

Application in prescribed format along with colour photograph (passport size) and other self attested supportive documents should reach within 21.03.2025 to the District Information & Cultural Officer, South 24 Parganas.

Application in prescribed format is available in www.egiyebangla.gov.in & <https://s24pgs.gov.in>

For more details please contact O/o District Information & Cultural Officer, South 24 Parganas.

Memo No.- 487/DICO/S24Pgs; Dated: 12.03.2025

Sd/-

District Information & Cultural Officer
South 24 Parganas

**Application for Engagement as Upper Division Clerk from retired
Government Personnel in Information Directorate of Department of
Information & Cultural Affairs. Government of West Bengal on Contract
basis on a consolidated contractual remuneration**

To
The District Information & Cultural Officer
South 24 Parganas

Please colour passport
size photo

(Self Attested)

1. Name of the Applicant :

(in BLOCK LETTERS)

2. Father 's Name :

3. Present Address :

4. Permanent Address :

5. Date of Birth :

(Copy of the age proof)

6. Age as on 01.01.2025 :

7. Educational Qualification :

(copy of the Certificate / Mark sheet etc.)

8. Date of Entry into Government Service :

9. Date of Retirement / Superannuation :

10. Grade Pay & Band pay at the time retirement :

11. Contact number (Mobile/Land Line) :

12. PPO No. & Date :

(copy of the PPO)

13. Amount of Pension :

14. Name of the office where from the applicant was retired on superannuation :

15. Brief history of past service and details of experience on establishment matters, accounts matters and audit matters etc, :

16. Name of office for which applicant is submitted :

Note: self attested supportive documents on above are to be produced with this application.

I do hereby declare that above information furnished by me true and correct to the best of my knowledge and belief and if found incorrect in any stage my candidature is liable to be rejected.

(Signature of Applicant)

Place:

Date: