

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration No: S/IL/14448 of 2002-2003

Swasthya Bhawan, 'B' Wing, 3rd Floor, GN-29, Sector-V, Salt Lake, Kolkata-700091

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Memo No: HFW/NUHM-125/2017/10576

Date: 22/04/2019

NOTICE

[Refer Recruitment Notice No SHFWS/2019/174 Dated 18/01/2019 for the position of Accounts cum Data Manager under National Urban Health Mission]

The applicants, as listed below, for the position of **Accounts cum Data Manager** under **National Urban Health Mission** are hereby requested to bring their **original testimonials on 8th May, 2019 at 11.00 am** for verification at the **2nd Floor Auditorium Hall**, Swasthya Bhawan, Sector-V, Saltlake City, Kolkata-700091. It is also directed to submit the **self attested photocopies** of all those documents in the order listed below, mentioning his/ her online registration number and date of verification in all the documents otherwise the application is liable to be cancelled. This is to further inform that candidates must be present at the time of verification and no third party will be allowed at the time of verification. **No candidate will be allowed to enter the verification hall beyond 15 minutes from the time of reporting.**

No change of date and time will be entertained under any circumstances. The candidate who fails to turn up as per enclosed programme, he/she shall not be considered for selection.


Date & Reporting Time	Appl. ID	Appl. ID	Appl. ID	Appl. ID	Appl. ID	Appl. ID
8/05/2019 11:00 A.M.	137123	137132	137135	137142	137143	137154
	137159	137163	137189	137190	137204	137260
	137276	137277	137279	137286	137315	137325
	137366	137377	137442	137464	137488	137651
	137691	137732	137758	137815	137839	137893

The candidates must bring undernoted original documents, along with one set of self attested photocopies of the same, for verification and submission:

1. On-line application print – out.
2. Offline Challan - Samiti Copy.(If any)
3. The original photo proof identity card of the candidate i.e. Passport, Pan Card, Voter-ID Card, AADHAAR Card (any one of this).
4. Proof of Address (Passport or Voter ID Card or AADHAAR Card) etc.
5. Age Proof Certificate (Madhyamik or equivalent examination certificate)
6. All marksheets (for all years / semesters) and course completion certificates of essential qualification.
7. All the post qualification experience certificates issued and stamped by the appropriate authority starting from oldest to latest.(Experience certificates must consist of Name of the post, Employer's Name, Employee's Name, Date of joining (DOJ) and Date of Leaving/ Still continuing (DOL) otherwise his/ her experience will be treated as invalid. No offer of appointment / engagement will be treated as experience.)
8. In case of married female candidates - Marriage registration certificate.
9. Documents relating to Guardian's identity. (Guardian as mentioned in the online application)

Notes:

1. **Verification of testimonials does not entitle the candidate to claim to appear in the further steps of the process of final selection.**
2. **After successful verification of testimonials, shortlisted candidates will be called for further steps of the process of final selection.**
3. **The decision of the Competent Authority regarding the engagement is final.**


Executive Director,
WB SH & FW Samiti

