

**West Bengal State Health & Family Welfare Samiti**  
Swasthya Bhawan, Wing-'B', 3<sup>rd</sup> Floor  
GN-29, Sector-V, Bidhannagar  
Kolkata – 700091

Recruitment notice no. SHFWS/ 2018/136

Date: 23/03/2018

West Bengal State Health & Family Welfare Samiti will engage personnel on contract basis for the position of **District Data Manager** under **Integrated Disease Surveillance Programme**, Department of Health and Family Welfare, Government of West Bengal and to be posted at different District Head Quarter of West Bengal.

**Eligible candidates should apply online in the prescribed format as given in Department's Website from 11 am of 27<sup>th</sup> March, 2018 to Midnight of 8<sup>th</sup> April, 2018 for the mentioned position. Application forms not properly filled in or incomplete application forms are liable to be cancelled. Application fees of ₹100/ for General category and ₹50/ for Reserved categories (SC and ST) have to be deposited through on-line/off-line mode. The amount is non-refundable (Details of on-line/off-line mode is given in General Information point no. 7 &8)**

The details are given below:

- Name of the Position** : District Data Manager (I.D.S.P)
- Total Vacancy** : 6 (SC-2, ST-1, and UR-3)
- Place of Posting** : Anywhere in West Bengal. At the Head Quarters of different Districts / Health Districts within West Bengal.
- Remuneration** : Rs. 24,000 per month.
- Essential Qualification** : Post Graduate Qualification in Computer Science  
**OR**  
BE or B.Tech. in IT/ Electronics.  
Candidates who have passed Full Time courses on BE (IT) / B.Tech (IT) or MCA will only be considered for selection. If there is a tie of total score between two applicants, candidates with BE or B.Tech. in IT will be given preference. Candidates who have passed MCA / any other Degree through Distant Learning Course, or from any Open University will not be entertained.
- Essential Experience** : 3 years of post qualification working experience. If there is a tie of total score between two applicants preference will be given to candidate who has worked in Health Sector.
- Age (as on 01.01.2018)** : Maximum 40 years
- Process of recruitment** : As mentioned below


**Scale of Scoring – Total 100 Marks**

Particulars	Maximum Marks	Remarks
Marks obtained in basic Degree Exam	55	Proportionate Marking ( i.e % of marks obtained * 55/100)
Experience	30	3 Marks for each completed 6 months, up to a maximum of 30 marks
Interview	15	
<b>Total</b>	<b>100</b>	

Applications will initially be shortlisted on the basis of academic qualification and experience in the ratio of 1:5 as per declared vacancy. The shortlisted candidates will have to appear for Interview.

**General Information for the Applicants/Candidates**

1. Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. The Essential Qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. **All the essential qualification must be completed within the last date of online application.**
4. **Hard copy/print copy of the online registration form (printed within the last date of on-line application), should be retained by all applicants for document verification purpose. Without registration form, no candidates will be entertained for original testimonials verification by the authority. No need to send Hard copy/print copy of the online registration form by post.**
5. On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration no. in future.
6. No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.
7. i) Last date of Registration : Midnight of 4<sup>th</sup> April, 2018  
ii) Last date of Submission of application Fees : 6<sup>th</sup> April, 2018 (upto banking hours for off-line payment mode)  
iii) Last date of full Submission of form : Midnight of 8<sup>th</sup> April, 2018
8. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration.  
If the candidate wants to submit the requisite fee through offline mode he/she can do so with system generated e-challan. The fee can be deposited in any branch of United Bank of India (UBI) with the print out of the system generated e-challan after duly filling up the three parts of the challan. Out of the three parts of the challan, bank will keep one part and hand over the other two parts to the candidate. Candidates must preserve both copies with him/her for future reference.  
The candidates can complete the procedure of final submission of application form within 2 subsequent working days from the date of deposition of the offline fees by using the application id already received at the time of Registration along with the transaction id obtained from the bank.  
Please do not deposit fee in more than one mode or more than once in one mode.
9. Caste Certificate issued before the last date of online application, by the competent authorities of West Bengal only will be accepted.
10. Experience will be calculated after obtaining the required qualification for the above mentioned position, till the first date of online application
11. The decision of the competent authorities regarding the recruitment is final.

  
**Executive Director**  
**WBSH&FW Samiti**