

**Govt. of West Bengal
Office of the Sub-Divisional Officer
Kalimpong Sadar**

Memo No: 252/Gen.

Dated-25.07.18

Notification for Engagement of ASHA

In accordance with the Memo No. HFW/NRHM-652/12/1168 Dated-12/19.3.18 & Memo No. HFW/NRHM-652/12/1162 Dated-12/19.3.18 of the Health & Family Welfare Deptt., Govt. of West Bengal, applications are invited for the recruitment to the post of Accredited Social Health Activist (in short, ASHA) for different villages comprised under respective Blocks of Kalimpong Sadar Sub-Division, Kalimpong district.

Date of Submission of Application form- 27.7. 18 to 13.8.18

Time of submission of Application form- 11am to 3pm on all working days

Venue of submission of Application form-Respective Office of the Block Development Officer under whose jurisdiction the ASHA post has been sanctioned.

Eligibility:

1. The applicant should be a Married/Divorced/Widowed woman.
2. The list of vacancies, the villages/area covered by the particular ASHA post, reservation status, etc. has been mentioned in Annexure-"A" to this notification.
3. The permanent residence of the applicant must fall under the jurisdiction of the ASHA post for which she is applying i.e. she should be a permanent resident of the same service village(s) for which she will be selected.
4. The age of the applicant shall not be more than 40 years as on 01.01.18 and not less than 30 years as on 01.01.18. The lower age limit for SC/ST applicants, on submission of valid SC/ST certificate issued by competent authority, may be relaxed to 22 years as on 01.01.18. An SC/ST candidate from states other than West Bengal shall be treated as a General candidate. The OBC candidates may mention the Category. However they will be treated as General candidate during the process of selection. There is no relaxation of age reservation of post for OBC candidates.
5. The minimum qualification should be Madhyamik appeared or equivalent recognized by the Govt. of West Bengal.
6. Selection is based on marks obtained by the candidates in the Madhyamik/recognized equivalent examination (90% weightage) and score in interview (10% weightage). Candidates may be shortlisted for interview based on score in Madhyamik/equivalent examination. In case of candidates possessing higher qualification, only the marks obtained in the Madhyamik or equivalent examination recognized by Govt. of West Bengal will be considered.
7. The applicant shall not possess adverse criminal record which may render her unsuitable for the post.
8. General/OBC candidates are not eligible to apply for the reserved posts. Only suitable applicant from the respective category is eligible to apply for the reserved posts. The Reservation status has been decided based on 2001 Census.
9. Applications received after 3pm on 13.08.18 will not be entertained.
10. The candidature of a candidate will be rejected if she does not appear in interview (when called for) even if she is otherwise eligible and secures the highest marks.

Mode of Application:

1. The Gram Panchayat shall issue a certificate w.r.t. ASHA Code to which the candidate may apply. Furthermore the same certificate shall certify the marital status of the applicant if she is married (not for Widowed/Divorced woman). This should be submitted in original. Self attested copy of Death Certificate of Husband for Widowed Woman/Certificate of dissolution of marriage from competent authority for Divorced Woman need to be submitted.
2. The applicant must submit the application in the format mentioned as Annexure "B" to this notification.
3. Application shall be submitted by hand in sealed envelope only at the Office of the respective Block Development Officer against proper receipt. Application by speed post, registered post, drop box, whatsapp, e-mail, etc. shall not be entertained. In case of any difficulty to submit the application, the applicant may meet the concerned Block Development Officer/Block Medical Officer of Health/Jt. Block Development Officer/Personnel manning the Help Desk at the Office of the Block Development Officer in person.
4. The envelope covering the application shall be addressed as below.

1. ASHA Code No. _____
2. Name of the Candidate _____
3. Contact No.(s) _____
4. Address of the Applicant with PIN code _____
PIN: _____

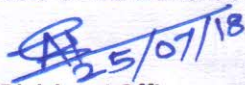
5. Application should be in A4 size white paper on one side only and should be clearly legible.
6. Defect applications will be rejected. One applicant shall submit only one application. More than one application, if submitted by the same applicant, will not be entertained and remaining application(s) will be cancelled.

Documents to be submitted with the application form:

1. Proof of permanent residence-Self attested copy of the Ration card/Voter identity Card (Epic) to be submitted.
2. Self attested copy of the original mark sheet of Madhyamik/recognized equivalent examination is required to be submitted. Self attested copy of the aforesaid mark sheet must be provided even in case of failure in the examination.
3. For proof of age, the Self attested copy of Admit card, Registration certificate/Pass certificate, etc. of the Madhyamik/recognized equivalent examination is required to be submitted.
4. A self attested passport sized colour photograph of the candidate is required to be pasted on the application form and another self attested passport sized colour photograph is required to be attached.
5. Two self addressed envelopes with postage stamp of Rs. 5/-affixed on each of them are required to be submitted.
6. Self attested copy of SC/ST/OBC certificate, if applicable is required to be submitted in support of claim/relaxation.
7. Self attested copy of higher educational qualification(s) above class 10th standard may be submitted.
8. Original Certificate issued by the Gram Panchayat containing the ASHA Code No. & verification of marital status (if applicable) is required to be submitted.
9. Self attested copy of Death Certificate of Husband for Widowed Woman/Certificate of dissolution of marriage from competent authority for Divorced Woman is required to be submitted, if applicable.
10. Preference will be given to the Grade I & Grade II SHG members/Trained Dais/Link Workers keeping the selection criterion fixed. For availing this benefit, the original certificate issued by the Block Development Officer of Kalimpong-I/Kalimpong-II/Gorubathan (for Grade I & Grade II SHC members) or by Block Medical Officer of Health of Kalimpong-I/Kalimpong-II/Gorubathan (for Trained Dais/Link Workers) issued after publication of this notice is required to be submitted. In this case, only certificates issued by the aforesaid officials shall be accepted.
11. The original documents (except mentioned in Point 8 & 10) need not to be submitted. The self attested copy of the certificates will be checked /verified during the interview. Hence the qualified/short listed applicants will be asked to bring the original documents during interview or consequently for verification of self attested copies.

General Conditions:

1. Carefully read the instructions mentioned above before applying. Fill up Application Form with due care.
2. Help Desk has been set up at all the Block Offices of Kalimpong-I, Kalimpong-II & Gorubathan. Apart from this, the Gram Panchayats /BPHCs/PHCs/Health Sub Centres have been briefed, too. They may be approached.
3. Submission of the application does not guarantee an appointment.
4. In case of any misrepresentation of facts and documents, the applicant shall be disqualified at any time and at any stage during the process of selection. Appropriate legal action may be taken against the candidate, too.
5. The Sub-Divisional Level ASHA Selection Committee reserves the right to alter the mode of examinations or to conduct re-interview or to cancel part or whole of any process of recruitment at any stage, if required.


Sub-Divisional Officer,
Kalimpong Sadar
&

Member Secretary, ASHA Selection Committee,
Kalimpong Sadar

Memo No: 252/1(14)/Gen.

Dated-25.07.18

Copy forwarded for information, necessary action and with a request to cause wide circulation to

1. The CMOH, Kalimpong,
2. The OC, IT Cell, Kalimpong with a request to upload this in district website of Kalimpong immediately,
3. The DPHNO, Kalimpong,
4. The DPO(ICDS), Kalimpong with a request to brief the CDPOs under his jurisdiction to display same in their office and all the AWCs under their jurisdiction and to send a certificate to that effect to the undersigned within two days of receiving this notice,
5. The Block Development Officer, Kalimpong-I/Kalimpong-II/Gorubathan with a request to brief the Gram Panchayat staff accordingly, to advertise the above Notice in Block & Gram Panchayat Office, to set up a Help Desk for ASHA at the Block Office, to receive applications of ASHA with proper receipt, to maintain a register for applicants, etc. and to send a certificate to that effect to the undersigned within two days of receiving this notice,
6. The BMOH, Kalimpong-I/Kalimpong-II/Gorubathan with a request to brief the BPHC/PHC/Health Sub-Centre staff accordingly and to display same in all BPHC/PHC/Health Sub-Centre within his jurisdiction and to send a certificate to that effect to the undersigned within two days of receiving this notice,
7. The IT Co-ordinator, IT Cell, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata -700091 with a request to upload this notification in the website immediately,
8. The PA to the Hon'ble chairperson, ASHA Selection committee, Kalimpong Sadar,
9. The CA to the District Magistrate, Kalimpong.
10. The CA to the ADM (LR) & District Land & Land Reforms Officer, Kalimpong.

Handwritten signature and date: 25/07/18

Sub-Divisional Officer, Kalimpong Sadar

&

Member Secretary, ASHA Selection Committee, Kalimpong Sadar

