Government of West Bengal

Office of the Director General, West Bengal Fire & Emergency Services
13-D, Mirza Ghalib Street, Kolkata – 700 016.

N O T I C E

Applications are invited in the prescribed form given with this advertisement (Appendix –'A'), for filling up the following posts under the West Bengal Fire & Emergency Services as shown in **Schedule- 'A' & 'B'** :-

Schedule- 'A'-

Sl. No.	Name of the Posts	Scale of Pay after ROPA-2009	No. of vacancies showing reservation	Qualification	Essential Physical measurement
01.	Fire Engine Operator-cum-Driver (FEOD) [Women ineligible)	PB-3 Rs.(7100-37,600) Grade Pay Rs.3200 including all admissible allowances	85-U/R 30-SC 06-ST 14-OBC Ex. Serviceman-7 (U/R-4, SC-1, ST-1, OBC-1) 142-TOTAL	Essential- a)Must have passed the VIII standard examination from any recognized school b) Must have a professional heavy licence with 05(five) years' experience	Height not less than 5/ 6//- For Gorkhas & other hill Tribes not less than 5/ 3//. Chest: Minimum 32// (un-inflated) and on full expansion 34"(inflated)
02.	Staff Car Driver (S.C.D.) [Women ineligible)	PB-2 Rs.(5400-25,200) Grade Pay Rs.2300 including all admissible allowances	05-U/R 02-SC 01-ST 01-OBC Ex. Serviceman-1 (SC-1) 10-TOTAL	Essential- a)Must have passed the VIII standard examination from any recognized school b) Must have a professional medium vehicle licence with 02(two) years' experience	Height not less than 5/ 6//- For Gorkhas & other hill Tribes not less than 5/ 3//. Chest: Minimum 32// (un-inflated) and on full expansion 34"(inflated)
03.	Assistant Mobilising Officer (A.M.O)	PB-2 Rs.(5400-25,200) Grade Pay Rs.2600 including all admissible allowances	06-U/R 03-SC 01-ST 01-OBC Ex. Serviceman-1 (U/R-1) 12-TOTAL	Essential- a) Must have passed Madhyamik examination or its equivalent from any recognized Board. b) Must have served in the capacity of Telephone Switch Board operator for a period of at least three years.	-

04.	Group-D	P.B.1 Rs.4900-16200 Grade Pay Rs.1700 including all admissible allowances	U/R – 05 ST - 02 SC - 03 OBC-Nil Person with Disability- 01 Ex. Service men -1(U/R) Total-12	Essential- Must have passed the VIII standard examination from any recognized school	-

Schedule- 'B'-

Age limit : 18 Years – 37 Years (The upper age limit is relaxable in case of SC/ST/OBC/Ex. Servicemen as per Govt. Rules) as on 01.01.2010 i.e. born not earlier than 2nd January 1973 and not later than 1st January, 1992).

N.B.- i) Candidates applying for the post of Assistant Mobilising Officer as per schedule-'A' must have ability to read, write & speak Bengali & English.
ii) Candidates applying for other posts as in Sch.-'A' Sl. No.- 1,2 & 4 i.e. F.E.O.D., S.C.D. & Group-D must have ability to read, write & speak Bengali.
iii) Candidates applying for the above referred posts must be Citizen of India.

1. Closing Date :- The last date of receipt of application is the 15th March,2010, no application will be received from the Post Box after 15th March, 2010, i.e. the last date of receipt of application.

2. Instructions for Submission of Application :-
   (i) Application must be submitted in the prescribed Format as per Appendix 'A', neatly typed/printed in A-4 size Paper.
   (ii) One Admit Card-cum-Attendance Sheet as per specification (Appendix-'B') affixing recent Passport size photographs identical to the one pasted in application form self attested by the applicant in full across so that a part of it falls on the application on the front in the space provided on it. Self address etc. and other particulars except that for office use only must also be filled up correctly in the space provided in the Admit Card-cum-Attendance Sheet.
   (iii) Candidates, whose names have been sponsored by Employment Exchange for the posts at Sl.No.1, 2 & 3 and had not been called for test must contact Office of the Director General, West Bengal Fire & Emergency Services at the 'Recruitment Section' on any working day during office hours within fifteen days of publication of this advertisement for filling up Application Forms as per Appendix-'A' & 'B' along with required documents.
   (iv) Candidates sponsored by Employment Exchange for the post at Sl. No.4 and who had been interviewed earlier at Institute of Fire Services, Behala, should not apply again.

   (v) No application will be received at any of the office of the Fire Services except those sent through Post Boxes by ordinary post.

(vi)

The Applicant should enclose the following :-

(a) Attested copies of Educational and other qualifications.

(b) Attested copy of proof of date of birth viz. Birth Certificate issued by appropriate authority/Admit Card of M.P. & equivalent examination etc.

(c) Attested copy of valid driving licence for heavy vehicles for posts of Sl. No.1 and that of medium vehicles for the post of Staff Car Driver as Sl. No. 2 respectively.

(d) Attested copy of Caste certificate for SC/ST/OBC issued by the appropriate authority.

(e) For the post at Sl. No.3, attested copy of 'Experience Certificate on Switch Board operation' issued by the appropriate competent authority.

(f) Three (03) recent Passport size photographs (not more than three months' old) duly self attested out of which 01(one) to be pasted in Appendix-='A' (application Format),01(one) in Admit Card portion of Appendix-'B' and the other in the attendance sheet portion.

(g) Two self addressed envelopes of size (25 cm. x 12cm.) with postage stamp of Rs. 10/- each.

The authority shall not be liable for any postal delay in receipt of admit card nor shall entertain any request for fixing any other date for tests.

(h) The application may be filled up in English in the prescribed format.

(i) Candidates fulfilling the required eligibility criteria with regard to the posts as prescribed in Schedule 'A' & 'B' above may apply in a prescribed format as per Appendix-'A' & 'B' and send application contained in an envelope to : THE DIRECTOR GENERAL,WEST BENGAL FIRE & EMERGENCY SERVICES, Post Box No. _____, (herein mention the appropriate Post Box No. as applicable to the post:- **for FEOD-9128, Post Box for SCD 9164, Post Box for AM.O. 9176 and Post Box No. for Group-D 9180)**. Park Street H.P.O, Kolkata – 700 016 by Ordinary Post BY 17.00 hours of the last date of application by Ordinary post at the aforesaid address. T**he word as applicable to the post as applied for must be superscribed on the main envelop "Application for the post of _____"(Herein mention name of the post as applicable FEOD/SCD/AMO/Gr. D). Separate applications are to be submitted for separated categories of posts as noted in Schedule-'A' mentioning separate post box numbers.**

(j) An application will be summarily rejected at any stage of the recruitment process for incomplete information/ mis-representation of fact/left unsigned/submitted without attested copies of requisite certificate/ photographs.

(k) Applications which are received after the last date of submission of application will not be accepted.

3. General Conditions:

    1. The Director General, West Bengal Fire & Emergency Services reserves the right to short list the applicants for Test by appropriate norms/screening after physical measurement/Endurance test in relation to posts at Sl. No.1 & 2. Thus the candidates short-listed after screening will only be intimated for appearing at Driving Test.
    2. Physically challenged candidates will not be considered for posts Sl. No.1, 2 & 3 as noted in schedule-'A'.
    3. Ex-Servicemen should submit copy of discharge certificate along with application.
    4. SC/ST/OBC Certificate issued by the competent authority as per relevant Acts &Orders of the State of West Bengal will only be considered for reservation to the posts.
    5. The vacancy is subject to change at the discretion of the Competent Authority and depending upon the situation as warranted due to changed circumstances.

4. Scheme of Examination:

For FEOD & SCD:-

i) The candidates must first fulfill and qualify in the physical measurement in respect of height and chest and then they will be allowed to appear in the endurance test.

ii)The candidates qualifying the physical measurement and endurance test will be allowed in the driving test.

For A.M.O. :-

The candidates applying for the post of Assistant Mobilising Officer will have to appear in the written examination. Those qualifying the written examination will be called for interview.

For Group-D:

Selection through interview.

Annexure-'A'.

APPLIATION FORMAT

(USE BALL POINT PEN WITH BLACK INK TO FILL UP APPLICATION)

Affix a recent Passport size photograph signed by the candidate across so that a portion of signature appear in the form and other portion in photo

Full signature of the candidate

Name of the post applied for :

FEOD	SCD	AMO	GROUP-D

[Put ' v ' Mark in appropriate Box]

1. Name of the applicant (in CAPITAL LETTERS)

2. Father's Name/Husband's Name (IN CAPITAL LETTERS)

3. a) Category of the applicant [Put ' v ' Mark in appropriate Box(s)]

Gen ☐ OBC of WB ☐ SC of WB ST of WB ☐

Ex Servicemen: ☐

b) i) Whether a person with disability [Put ' v ' Mark in appropriate Box] Yes ☐ No ☐

ii) If 'Yes' put 'v ' Mark in the appropriate Box

i) Suffering from blindness or low vision ☐

ii) Hearing impairment ☐

iii) Orthopaedically Handicapped ☐

(Attested copy of the Certificate to be enclosed)

Full Signature of the applicant.: ……

4. i) Date of birth : ☐☐ ☐☐ ☐☐☐☐

D D M M Y E A R

ii) Age as on 01.01.2010 ☐ Years ☐ Months

5. Sex :[Put ‘ v ‘Mark in appropriate Box]

Male ☐ Female ☐

6. Whether Citizen of India [Put ‘v’ Mark in appropriate Box].

Yes ☐ No ☐

7. Educational Qualification : (With reference to Essential Qualification)

Name of the post	Name of Board	Name of Examination Passed	Year of Passing	% of Marks	Remarks
FEOD, SCD & Group-D		**VIII Std.**			
AMO		**Madhyamik or Equivalent**			

8. Driving License:

Name of the post	Pocessing Driving License for (please put ‘v’ Mark)		License No. & Date of Issue	Issuing Authority	Date of Expiry	Nos. of years of experience up to 01.01.2010
	Heavy	Medium				
FEOD, SCD						

9. Physical Measurement [Applicable for FEOD & SCD)

1) Height (a) (in figures) ☐ Feet ☐ Inches

(b) ☐ Feet ☐ Inches

(Mention in Words only)

2) Chest: Inflated ☐ Inches (Figures) ☐ Inches (Words)

Full Signature of the applicant.: ……

10. Whether the applicant has any experience in Switch Board Operation (Please 'v' in the appropriate Box) Yes ☐ No ☐

If so, the no. of years of experience upto 01.01.10 (Write in figure & words in Box)

i) No. of years rounded off (in figures) ☐ No. of years in words (rounded off) ☐

11. Permanent Address: (IN CAPITAL LETTERS)

District														
State						Pin Code								

12. Complete Postal Address for Communication (IN CAPITAL LETTERS)

District														
State						Pin Code								

13. a) Do you have the ability to read, write & speak in Bengali (Put 'v' Mark in the appropriate Box) :

Yes ☐ No ☐

b) Whether a Nepali speaking person from the hill area of Darjeeling District? (Put 'v' Mark in the appropriate Box)

Yes ☐ No ☐

Details of enclosures :- 1)
2)
3)

Full Signature of the applicant.: ……

D e c l a r a t i o n

1. That I am a Citizen of India.
2. I have read the provisions contained in the advertisement carefully and I hereby undertake to abide by them.
3. I further declare that I fulfill all the conditions of eligibility regarding age limits, education qualification, prescribed essential qualifications for the post. I have enclosed attested photocopies of certificates in support of my claim as required for the post as asked in the advertisement.
4. I also declare that I do not stand debarred by any recruitment Board/Institution and have never been convicted by any Court of Law.
5. I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information found suppressed/false or incorrect or inegibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

List of enclosure: _____

_____

_____

Full Signature of the applicant.
(Name)

Date :
Place:

Appendix-B

ADMIT CARD-CUM-ATTENDANCE SHEET

A D M I T C A R D

Affix recent passport size photograph signed by the candidate so that part of signature appears in photograph & partly in application form

(SHOULD BE IN A-4 SIZE PAPER)
(TO BE FILLED UP BY CANDIDATE IN CAPITAL LETTERS)

Name of the post applied for : .....

TO

SRI / SMT .....

FATHER'S /HUSBAND'S NAME

.....

ADDRESS .....

.....

PIN CODE : .....

(COMPLETE POSTAL ADDRESS WITH PIN CODE)

Do not write anything below this line

(FOR OFFICE USE ONLY)

Venue of Test	Date	Time

OFFICE SEAL

ROLL NO. .....

NOTE : Candidate should bring this Admit Card with him at the time of test. None will be allowed to participate in test without Admit Card. Original Copies of all relevant Certificates/Credentials must be brought at Test Venue.

Signature :

Name & Designation :

Date :

with Seal

.....Cut here .....

ATTENDANCE SHEET

Affix recent passport size photograph signed by the candidate so that part of signature appears in photograph & partly in application form

Name of the post applied for : .....

Name of candidate : .....

Father's/ Husband's Name : .....

Do not write anything below this line

(FOR OFFICE USE ONLY)

Roll No. _____