

JHALDA MUNICIPALITY OFFICE

ঝালদা পৌরসভার কার্যালয়

P.O. – Jhalda, Dist – Purulia

☎ 03254 - 25521

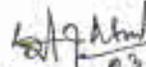
Memo No 224 /Adm./J.M.

Date: 03 / 08 / 2021

How to apply

1. Intending Candidates will have to apply in the prescribed format, which can be downloaded from the website of Jhalda Municipality (www.jhaldamunicipality.com).
2. Application in a sealed envelope superscribed the Name of Post with Category applied for along with the Employment Notice No. on top of the envelope must be dropped directly by the Candidates or his/her representative into the appropriate Drop Box specifically defined for each type of post situated at the Administrative Building or through registered post or by courier service addressing to the Chairperson, Jhalda Municipality, Ranchi-Purulia Road, PO, PS: Jhalda & Dist.: Purulia, PIN- 723202 on or before the closing date & time as mentioned.
3. Application duly filled up in appropriate manner must be submitted with the documents as follows:
 - i) Age proof certificate, ii) Mark sheet/ or certificates for each examination passed duly self attested by the candidate.
 - ii) A self-addressed envelope with requisite postage stamp (affix on the top of the envelope) is to be submitted by the candidates along with the application.
 - iii) Two nos. of self attested recent coloured passport size photograph of the candidate must be enclosed with the application (One to be pasted on the application form at appropriate space and one as enclosure along with application in prescribed format).
4. No application shall be received after the last date of submission of application in any mode.
5. Canvassing in any form will disqualify the candidature.
6. If at any stage, even after appointment a candidate is found ineligible in terms of the Employment Notice, his/her candidature will be cancelled.
7. The authority reserves the right to cancel any or all applications without assigning any reason whatsoever.
8. Candidates applying for multiple posts shall be responsible for appearing in the test/examination/viva-voice in their own capacity if examination date and time coincide, non appearance in any particular examination/s shall tantamount to cancellation of his/her candidature for that particular post.

Dated: 03/08/2021.


03/08/21
Chairperson
Board of Administrators
Jhalda Municipality