



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER  
ALIPURDUAR URBAN ICDS PROJECT, ALIPURDUAR

Memo No. 30/APD-U/ICDS

Date:24/01/2020

**NOTICE**  
**DIRECT SELECTION OF ANGANWADI HELPERS (AWH)**

As per decision taken in the District Selection and Monitoring Committee meeting dated 02/01/2020 **Online Applications** are hereby invited from the eligible **Female candidates only** to fill up the vacancies to the post of **Anganwadi Helpers (AWH) under Alipurduar Urban ICDS Project.** (Only for Alipurduar Municipality Ward No- III, IV, VI, VII, IX, XI, XX Only.

This is an honorary service and selected candidate will not be considered as Govt. employee.

**Candidates are requested to read the following instructions before applying for the above post:**

**1. Portal for online application : [www.eapplyicdsalipurduar.in](http://www.eapplyicdsalipurduar.in)**

**2. Date and time for online application:**

From 10:00 a.m. on 30/01/2020 to 24/02/2020 5:30 p.m.

**3. On successful submission of application candidate can **Print Acknowledge Receipt** and requested to **preserve** it for future reference.**

**4. Residence :**

A candidate applying for the said post **must be the a resident of the Alipurduar Urban ICDS Project area, (Only Ward No III, IV, VI, VII, IX, XI, XX )**

The Candidates residing in above wards are eligible for the post of Anganwadi Helper (AWHs) considering the Project as unit. Selected candidates shall be posted in an Anganwadi Centre (AWC ) under any of above ward of Alipurduar Municipality.

  
Child Development Project Officer  
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5. **Age** :

The applicant must be in the age limit of **18-45 years as on 01/01/2020**

**(Date of birth should be between 01/01/1975 and 01/01/2002)**

6. **Educational Qualification** :

- Minimum educational qualification Class VIII Passd.
- However a candidate with higher educational qualification will also be considered for the post of AWH.
- The above noted qualification must be possessed by the candidate on or before the date of publication of this notice.

7. **Vacancies** :

Name of POST	Ward no under Alipurduar municipality	No of Vacancy						
		Ur	SC	ST	OBC-A	OBC-B	PH	Total
Anganwadi Helper (AWH)	Ward no III	1	0	0	0	0	0	1
	Ward no IV	1	0	0	1	0	0	2
	Ward no VI	1	0	0	0	0	0	1
	Ward no VII	1	0	0	0	0	0	1
	Ward no IX	0	1	0	0	0	0	1
	Ward no XI	0	0	1	0	0	0	1
	Ward no XX	0	1	0	0	0	0	1
<b>Total</b>		<b>04</b>	<b>02</b>	<b>01</b>	<b>01</b>	<b>00</b>	<b>00</b>	<b>08</b>

\* Vacancy may change

8. **Documents required for online application** :

a) **Residential Certificate** :

Residential certificate, issued **not more than 6 months old** as on date of publication of this Notice.

**Issuing authorities** :

Member of Parliament (MP)/Sabhadhipati, Zilla Parishad/Member of Legislative Assembly (MLA)/ Sabhapati, Panchayat Samiti / District Magistrate (DM) /Addl. District Magistrate (ADM)/Sub Divisional Officer (SDO)/Block Development Officer (BDO), Chairman /Vice - Chairman of Municipality etc.

**Name of Ward must be mentioned clearly in residential certificate if it is issued by any authority other than Councilor and should be produced at the time of Viva in original.**

b) **Age proof:**

Birth Certificate / School Certificate / Admit card or Certificate of Class X will be accepted as age proof of the candidate.

c) **Caste Certificate :**

- Caste certificate issued only by the **Sub-Divisional Officer** will be accepted.
- Otherwise the candidate will be treated as a general/UR candidate.
- Caste Certificate must be valid in respect of State of West Bengal and issued on or before publication of this notification.

d) **Certificate for person with Disability:**

Certificate with **40 % and above disability**, issued on or before publication of this Notification by the competent authority will be accepted. Otherwise, the candidate will be treated as a general candidate.

e) **Identity Proof :**

Candidates are requested to put ID Number of any Govt. approved Card ( like PAN /AADHAR/Voter Card etc) at the time of online submission of application.

f) **Scanned Full Signature and Recent Passport size Colour Photograph** (Jpg or Jpeg format).

g) **Education qualification Certificate/testimonial as per Point No.6.**

**No documents need to be uploaded (except photo and full signature) at the time of online application; Candidates are requested to mention only details of the documents as required.**

**9. Selection Process:**

- a. Candidate for the said post will be selected through a **written examination** followed by a **viva-voce**.
- b. The total marks for written and viva-voce will be **100** in the ratio of **90:10**.
- c. If a candidate qualified in the written examination does not appear in the viva-voce she will be disqualified for selection as AWH.
- d. There will be no qualifying marks in the viva-voce test.
- e. A candidate must secure **30 marks to qualify for the Viva-Voce**. However, Selection Committee may take decision to call the candidates for viva -voce in **1:5 ratio**.
- f. For preparation of Panel marks obtained in the written examination as well as in the Viva- Voce test will be considered for preparation of merit list.

**10. Syllabus for written examination.**

(I) Bengali language / Hindi language (Class-VIII standard)	:	15 Marks
(II) Arithmetic (Class VIII standard)	:	20 Marks
(III) Nutrition, Public Health, Status of Women	:	15 Marks
(IV) English language (candidates understanding of the simple and Primary knowledge of English language), simple translation up to the level of class VIII	:	20 Marks
(V) General knowledge	:	20 Marks
(VI) Viva –Voce	:	10 Marks

**11. Discontinuation:**

a) Age limit for discontinuation/termination from the honorary work of AWHs will be 65 years for all recruits as per extant govt. order.

b) If it is found at any stage of selection process or even after selection that the candidate has submitted any wrong information regarding her Age, Caste, Educational Qualification, Residential address etc. her candidature is liable to be summarily rejected without assigning any reason thereof. Legal action as per govt. rule may also be initiated against her.

12. If selected, the rate of Honorarium & Additional Honorarium per month for AWH will be as per extant govt. order.

13. No candidates will be allowed to enter the Written / Viva centre without production of the valid Admit card.

14. The selection of AWH will be as per the Final decision of the District Selection and Monitoring Committee (DSMC) Alipurduar as per vacancy and reservation.

15. Any candidate after selection in the post of AWH will have to be abiding by all the Govt. rules and Regulation as issued time to time and as applicable for working as AWH.

16. Date of Written Examination and Viva-Voce will be notified later on and candidates will have to download Admit Card for written examination and for Viva-Voce test from the said websites.

17. Those candidates who will be selected for Viva Voce test will have to upload self-attested photocopies of all the certificates as per Point No.8 to the above website at the time of downloading the Admit Card for ViVa-Voce. Candidates will have to show all these testimonials/ certificates in original at the time of ViVa-Voce.

18) One candidate can submit only one application for a particular post. One candidate can apply for both the post ( i.e for AWH & AWH if conditioned fulfilled ).

Multiple applications for same post will be summarily rejected.

*24/01/20*  
Child Development Project Officer  
Alipurduar Urban ICDS Project  
Madhob More, Alipurduar  
Child Development Project Officer  
Alipurduar Urban ICDS Project

**Copy forwarded for information and taking necessary action to:**

1. The Director of ICDS, Department of WCD & SW, Kolkata, W.B.
2. Sri. Avijit Kumar Mitra , Jt. Secretary to Govt. of West Bengal ,Dept of WCD & SW, Kolkata, W.B..
3. The Sabhadhipati Alipurduar Zilla Parishad
4. The District Magistrate , Alipurduar
5. Sri. Mohon Sharma , Chairman of DSMC Alipurduar.
6. The Additional District Magistrate (Gen) , Alipurduar
7. The Sub-Divisional Officer , Sadar , Alipurduar
8. The District Programme Officer, ICDS Cell, Alipurduar
9. The District Information & Cultural Officer, Alipurduar .
10. The DIO, NIC Alipurduar With a request to upload the notice on the District website.
11. The Chief Medical Officer of Health, Alipurduar I
12. The Inspector In-Charge, Alipurduar Police Station
13. The Post Master, Alipurduar Post Office.
14. The Chairman - Alipurduar Municipality
15. The Vice-Chairman - Alipurduar Municipality
16. Office Notice Board.
17. Guard File.

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