



# WEST BENGAL MUNICIPAL SERVICE COMMISSION

149, A.J.C. Bose Road, Kolkata- 700014

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## Advertisement No. – 03 of 2023

### Recruitment Examination, 2023 for Assistant Analyst under Kolkata Municipal Corporation

Online applications are invited through our website [www.mscwb.org](http://www.mscwb.org) from the Citizens of India for recruitment to the post of Assistant Analyst under the KOLKATA MUNICIPAL CORPORATION on and from 31.03.2023 in reference of approval by Government of West Bengal and conveyed through Department of Urban Development & Municipal Affairs, the Govt. of West Bengal vide no. 48- UDMA-25011(14) /6/2020-LSG SEC dated 06.02.2023.

Sl. No.	Name of the Post	No. of Vacancy	Category wise Vacancy Position	Scale of Pay	Prescribed Qualification & Age
1.	Assistant Analyst	5 (Five)	UR -02, SC-02, OBC(B)-01	Pay Level – 11 of the Pay Matrix of ROPA 2019.	(i) An Honours Degree in Science with Chemistry or a degree in Science with Bio Chemistry or Food Technology with 50% marks. (ii) Age not more than 39 years on the 1 <sup>st</sup> January of the year of Advertisement.  *Subject to Age relaxation as mention below. N.B.: Age as recorded only in the Madhyamik or equivalent certificate will be accepted.

#### Uploading of documents and Certificate:

Document regarding Essential Qualifications, Age, Caste, PWD certificate must be scanned and uploaded along with online application. **Bonafide Certificates issued by competent authorities must be obtained within the closing date of Advertisement.**

#### Submission Of Bond:

Candidates called for personality Test will have to submit a Bond on Rs. 50/- Non- Judicial Stamp Paper to the effect that in case of the appointment they will arrange for temporary lodging / shelter for doing emergency duties as and when may be required by the Kolkata Municipal Corporation Authorities.

#### \*Age Relaxation:

The upper age-limit shall be relaxable for Schedule Castes, Scheduled Tribes candidates of West Bengal by 5 years and relaxable for Other Backward Classes (OBC-A & OBC-B) candidates of West Bengal by 3 years. In the case of Persons with Disabilities of 40% and above as per Govt. rules, the upper age-limit shall be relaxable up to 45 years. **Scheduled Castes, Scheduled Tribes & Other Backward Classes candidates of other States shall be treated as General Candidates.**

**Application Fee/ Processing charges:** (Non-Refundable, Payable to WBMSC by online mode only)

- 1) Application fee for U.R. & O.B.C candidates are Rs. 150=00 (Rupees One hundred and fifty) plus Processing Charges Rs. 50=00 (Rupees Fifty) i.e., Rs. 200=00 (Rupees Two hundred) only.



- 2) For SC, S.T. & P.W.D candidates only Processing Charges Rs. 50=00 (**Rupees Fifty**) to be paid.  
3) **NO EXEMPTION OF FEE IS AVAILABLE TO SC/ST/OBC CANDIDATES OF OTHER STATES.**  
4) The application fees plus processing charges as mentioned in Para's (1) and (2) above shall be collected by On-line payment method only through **Indiaideas.com Limited (Bill Desk)** as mentioned at our website [www.mscwb.org](http://www.mscwb.org).

**Method of Recruitment & Syllabus:**

The method of recruitment and Syllabus will be notified later on in our website [www.mscwb.org](http://www.mscwb.org).

**Miscellaneous:**

A candidate now in service under Central or the State Government / Semi Government / Local / Statutory Body shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer reaches the Office of the West Bengal Municipal Service Commission within 7 (Seven) days preceding the date of Personality Test. Otherwise, he / she will not be considered to be eligible for the Personality Test. **If at any stage a candidate is found ineligible for admission in terms of condition of eligibility for this Examination, his / her candidature will be rejected without further reference to him / her.**

**Last Date:**

Last date for Registration for online application and the process of submission of Application must be completed by **30.04.2023**.

**Caution:**

*Bag & Baggage, Mobile phones, Calculator, Smart watches, Pagers or any other electronic or communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations. Candidates are advised in their own interest not to bring any of above banned items to the venue of the examination, as arrangement for safe-keeping cannot be assured.* There will be arrangements for frisking of the candidates at entry points of venues – separately for male and female candidates so that candidates with above mentioned banned articles may not enter the venue.

*Submission of more than one application for one particular post is strictly prohibited.* The candidature of a candidate who submits more than one application for admission to the selection procedure, will be cancelled even if he/she is admitted to the same.

**Canvassing:**

Any attempt on the part of a candidate to enlist support for his / her application through persons, officials of Government, or agencies will disqualify him / her for appointment. Spontaneous recommendations from persons interested in the candidates, or otherwise known to them, will be disregarded and will render the candidates' ineligible.

**NOTE:**

The West Bengal Municipal Service Commission reserves the right to rectify errors and omissions, if any, in the process of holding the Examination and final declaration of result.

For update / corrigendum/ Notice candidates are advised to follow our official website [www.mscwb.org](http://www.mscwb.org) on regular basis.

Dated, the Kolkata  
18<sup>th</sup> March, 2023

  
Secretary  
West Bengal Municipal Service Commission  
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