



Government of West Bengal
Office of The District Magistrate, Nadia
District Child Protection Unit, Nadia
(Social Welfare Section)

In pursuance to Memo No. 3869-WCD-17030/1/2023 dated 13/07/2023 of the Joint Secretary to the Government of West Bengal, Department of WCD & SW, applications in prescribed format are hereby invited from eligible candidates in order to fill-up different categories of posts on **contractual basis** at Children Home For Girls, Nadia. The details of the vacancies, eligibility criteria and other general guidelines are as follows:

Sl. No.	Name of Post	Age as on date of Advertisement	Gender	Reservation	Educational qualification	Consolidated Remuneration
1.	House Mother	21-40 Yrs	Female	UR	Higher Secondary or equivalent. Other Preferred Qualification: At least 3 years experience in Child care programme/Institutions	Rs. 14564/-

General Guidelines:

1. There will be a written test of 80 marks for all posts on English, Bengali, Arithmetic, General Knowledge and Current Affairs, Juvenile Justice related matters etc.
2. There will be a viva voce of 20 marks for the post of House Mother.

Prescribed application form for the above posts may be downloaded from the website <http://nadia.gov.in>.

The Applicants have to submit their self-signed applications along with relevant documents in the dropbox or through post to the Social Welfare Section, Office of The District Magistrate, Nadia, Krishnanagar, Pin 741101 from 15/01/2026 to 14/02/2026, 5 pm in a sealed envelope super scribed **“application for the post House Mother at CHG, Nadia.”**

Any application received beyond that time will not be considered.

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Self attested documents to be submitted with the applications and original documents are to be produced at the time of viva-voce/Walk in Interview:

- 1) Age Proof (Birth Certificate / Admit Card or Certificate of Secondary Examination or equivalent).
- 2) Residential Proof (Aadhaar Card, Voter Card, Residential Certificate MLA/ MP/ BDO/ SDO/ Pradhan/ Councillor)
- 3) Educational Qualification: Mark sheet and certificate of Secondary, Higher Secondary or equivalent.
- 4) One self signed passport size colour photograph affixed in the format.
- 5) Relevant Experience Certificate of working with Govt. / Non Govt. organization.
- 6) One Self addressed envelope with Stamp of Rs. 25/- affixed.

District Level Selection Committee reserves the right for rejection of any application, not duly filled in or received after due date & time or without relevant documents. It also reserves the right to cancel/postpone/suspend any engagement to any aforesaid post at any point of time. The Admit cards for relevant examinations shall be uploaded in the website <http://nadia.gov.in>. Candidates are advised to keep track of the website.

Candidature of any candidate shall be rejected straightway if found not eligible at any stage even after appearance in Viva-Voce Test.

Each engagement will be based on execution of prior contract valid for one year having terms and conditions as directed by Department of WCD & SW, Govt. of WB. Under no circumstances this engagement shall mean or lead to regular appointment in the establishment of the Government.

No T.A / D.A will be given for appearing Viva-Voce Test.


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Memo No: /I(36)/DCPU-N

Date: / /

Copy forwarded for information and necessary action to:-

1. The Principal Secretary, Deptt. of Women and Child Dev. & Social Welfare, Govt. of West Bengal, 10th floor, Bikash Bhavan, Salt Lake City, Kolkata-91.
2. The Special Secretary, Deptt. of Women and Child Dev. & Social Welfare, Govt. of West Bengal, 10th floor, Bikash Bhavan, Salt Lake City, Kolkata-91.
3. The Director of Child Rights and Trafficking, Govt. of West Bengal, Shaishali Complex, Salt Lake City, Kolkata- 64.
4. Secretary, District Legal Services Authority, Nadia
- 6-7. The Superintendent of Police, Krishangar / Ranaghat Police District, Nadia.
8. The Chief Medical Officer of Health, Nadia
9. The DIO (NIC), Nadia with request to arrange for the insertion of notice with application format in <http://nadia.gov.in>
- 10-13. The Sub Divisional Officer, Sadar /Tehatta/Ranaghat /Kalyani Sub Division.
14. The DICO, Nadia with a request to publish the Engagement Notice in One Bengali daily and one English daily Newspaper.
- 15-32. The Block Dev. Officer (All), Nadia District.
33. Superintendent, Children Home for Girls', Nadia.
34. Chairperson, CWC Nadia.
35. C.A. to District Magistrate, Nadia with a request to bring the matter to the kind notice of the District Magistrate, Nadia
36. Office Copy.


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APPLICATION FORM FOR CONTRACTUAL ENGAGEMENT AT
CHILDREN HOME FOR GIRLS NADIA

(To be filled up in English Block Letter only)

Post Applied for: **House Mother at CHG, Nadia.**

Personal Details

General Information:-

Applicant's Name: _____

Address for Correspondence: _____

City/Town: _____ Pin: _____ State: _____

Permanent Address: _____

City/Town: _____ Pin: _____ State: _____

Mobile No.: _____

Whats app No. _____

Email ID: _____

Father's/Husband's Name: _____

Gender : _____ Date of Birth: _____

Age as on 01/01/2026 _____ (YY) _____ (MM) _____ (DD)

Nationality: _____ Caste (Gen. / SC / ST / OBC): _____ Religion: _____

EPIC: _____ No. & Name of Assembly Constitution: _____

Paste your recent
self attested
colour
photograph here.

Qualification Details:

Sl. No.	Exams Passed	Board/University	Year of Passing	Total Marks	Marks Obtained (Keep blank if marks not available in grade card)	% Marks

Details of Work Experience: (Supporting Certificates are to be submitted)

Sl. No.	Name of the Organization / Institution	Designation	Period (From — To)

Details of Computer Knowledge / Qualification:

Exams Passed	Board/University	Subjects	Year of Passing	Results

"I hereby declare that all the statements made by me in the application are true and complete to the best of my knowledge and belief. I also understand that in case any of my statement is found false or incorrect during any stage of recruitment thereafter it shall disqualify me for the post applied for and / or I shall be liable for any other action that may be taken under the extant rules."

Date:

Place:

(Signature of the Applicant)