



The Kolkata City NUHM Society
Under Health Department of Kolkata Municipal Corporation
5, S.N. Banerjee Road, Kolkata – 700 013



Advertisement No. 14 –/Kolkata City NUHM Society / 2023-24 dated 24.11.2023

Applications are invited for engagement on contractual basis for the post of **Nursing- in-charge** for Urban Community Health Centre (U-CHC) at Khidderpore under Kolkata City NUHM Society under Health Department of Kolkata Municipal Corporation.

The applicant must be a permanent resident of **West Bengal and The applicant must have knowledge of local languages** as per Order Memo no HFW/NHM – 332/2023/1003(3) dated 31.07.2023

The eligible candidates are requested to submit online application through KMC website www.kmcgov.in from 23.02.2024 to 14.03.2024 till Midnight (including holidays).

Name of the Post:- Nursing-in-charge.

No. of Vacancies:-

| Category | Number of post |
|------------------------|----------------|
| Unreserved | 1 |
| Total Vacancies | 1 |

Essential Qualification:-

- M.Sc. in Nursing (Obstetrics Gynaecology/ Paediatrics/Community Health Nursing)
- Must be registered under West Bengal Nursing Council.
- Well conversant in Microsoft Office.

Age Limit :-

Minimum age 22 years and Maximum age 40 years as on 1st January 2024.

Essential Experience :-

Minimum At least 1 year clinical experience post M.SC. Nursing.

Further Information :-

- Remuneration: Rs 50,000/- (fifty thousand) per month
- Candidates applying for the post should have the requisite qualification and experience as on last date of application.

Scale of Scoring: Total 100 marks

| Name of the post | Particulars | Max - Marks | Remarks |
|-------------------|------------------|-------------|-----------------------------------------------------|
| Nursing-in-charge | Class X | 05 | (Proportionate marking) |
| | Class XII | 05 | |
| | B. Sc in Nursing | 10 | |
| | M. Sc in Nursing | 10 | |
| | Experience | 15 | Completed 1 year up to completed 2 years – 5 Marks. |
| | Written Test | 30 | Minimum qualifying Marks 50% |
| | Computer Test | 15 | |
| | Interview | 10 | |
| | Total | 100 | |

Mode of Selection :-

- i) Valid applicants will be called for Original Testimonials Verification. Candidates will be called for Written Test from the merit list prepared on the basis of score of essential criteria after original testimonials verification.
- ii) Candidates qualified in Written Test will be called for Computer Test and Interview.
- iii) Final Selection will be made on the basis of total marks obtained in Written Test, Computer Test, Interview and score on essential criteria. If the marks obtained are equal then preference is to be given to the candidate inter se senior in age as on 1st day of January, 2024.
- iv) No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.

Panel for engagement: -

A panel of selected candidates in the ratio of 1:2 will be prepared on the basis of total marks obtained on basic qualification Written Test and Interview, for engagement in the post of Nursing-in-charge as per rule. Selected candidates from the panel will be engaged in the declared vacancies and if any vacancy arises in future following non-joining etc., the panel will be utilised for filling up the said vacancy of the post.

How to apply:-


- ❖ For filling up online application, the candidates are required to follow the undernoted steps:
 - (i) Log in to the KMC website www.kmcgov.in.
 - (ii) Then click on the option "External User login" at lower Menu Bar.
 - (iii) After opening of the User login window, the candidates are required to log in using "User ID" & "Password" to be created by the candidates.
 - (iv) The candidates must remember the created User ID and Password for future use.
 - (v) The candidates can also log in using their Mobile No. In that case a One Time Password (OTP) will be sent to the mobile no. of the candidate. The Candidates will be required to enter the OTP to proceed further.
 - (vi) After opening the window, the candidates are required to click the "Recruitment" option on the left Menu Bar and choose the option "Emp. Notice".
 - (vii) After opening of the User Application window, the candidates are required to fill up the application and enter their particulars.
 - (viii) The applicants must upload the required supporting documents, otherwise the application will not be considered.
 - (ix) The candidates are required to take a print out of the filled in application.
 - (x) While filling up online application, if the candidates face any problem, they may contact the phone numbers: Help line no 22269909, Toll free no 18003453375.
- ❖ For calculation of the marks obtained in the Class X, Class XII, BSC Nursing and MSC Nursing (including Internship mark-sheet) the aggregate of the marks obtained in all subjects excluding the marks obtained in the additional paper will be considered,
- ❖ If a grade point system is adopted, the CGPA or DGPA will be converted into its equivalent percentage of marks as per the UGC's latest notification. Final semester "Percentage = (CGPA or DGPA×10)-5".
- ❖ **Candidate should upload the undernoted supporting documents:**
 1. Age proof (Madhyamik Admit Card/Pass Certificate).
 2. Residencial address proof (Aadhaar Card/Voter ID/Passport).
 3. Class X, Class XII, BSC Nursing and MSC Nursing including all semester's, supplementary if any, mark-sheet's and Pass Certificate
 4. West Bengal Nursing Council Registration.
 5. Working Experience.
- ❖ Candidates shall have to bring all hard copies of documents along with print out of filled up online application and photocopies of relevant documents at the time of documents verification after intimation from this end.


Secretary - Kolkata City NUHM Society

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Important Information:-

- ❖ All the essential qualifications must be completed on the date of submission of application.
- ❖ Candidates applying for the post should have the requisite experience as on last date of application.
- ❖ The selection committee reserves the right to reject any online application which is/are not properly filled up.
- ❖ No TA/DA will be paid to the candidates for the selection test, verification and interview.
- ❖ Any addition/deletion in respect of the said advertisement in the form of corrigendum, documents verification Written Test, Compute Test and Interview along with the date and venue will only be published in the KMC website of www.kmcgov.in Therefore, all the applicants are required to regularly check the website for any update.


12/02/2024
CMHO & Secretary
Kolkata City NUHM Society
Secretary
Kolkata City NUHM Society